



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

Thursday, June 11, 2026

Zoom Webinar

6:00 pm

**Participant Information**

**How to Attend:** This meeting will take place via Zoom Webinar. You may participate in the meeting from your computer, tablet, smartphone, at this URL:

<https://us02web.zoom.us/j/85681285412?pwd=9SeBL9buMbvJa1AaGCpdng2JCXbzzp.1>

Phone: 1-312-626-6799

Meeting ID: 856 8128 5412

Passcode: 464856

If you need other accommodation to attend the meeting, please call Matt Kozlowski at 608-474-6017 or email at [MatthewKoz@CapitalAreaRPC.org](mailto:MatthewKoz@CapitalAreaRPC.org).

**Speaking at RPC Meetings:** Oral comments from members of the public may be heard for individual agenda items when called upon by the Chair. The time limit for comments by each attendee will be three (3) minutes unless additional time is granted for all attendees at the discretion of the Chair. The Commission may alter the order of the agenda items at the meeting.

**Written Communications:** Written communications intended to be provided to the Commission as part of the packet should be received in the RPC office no later than noon, seven (7) days prior to the meeting. Written communications, including emails sent to [info@capitalarearpc.org](mailto:info@capitalarearpc.org), received after this deadline and up to 24 hours before the meeting will be provided to Commissioners at the meeting.

**MISSION:** Strengthen the region by engaging communities through planning, collaboration, and assistance.

**VISION:** A region where communities create exceptional quality of life for all by working together to solve regional challenges.

**Agenda**

1. Establish Quorum
2. Public Comment on Matters not on the agenda
3. **PUBLIC HEARING**
  - a. Public Hearing on CARPC Resolution 2026-11, Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans
    - (1) Staff Presentation – Overview of Resolution No. 2026-11
    - (2) Open Public Hearing to Take Testimony from Attendees; Close Public Hearing
    - (3) Commissioner Questions and Discussion
4. **Consent Agenda (all items are actionable)**
  - a. **Minutes of the May 14, 2026 CARPC Meeting**
  - b. **Executive Committee Recommendations**

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity, or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

- 1) **Approval of Agreement with City of Fitchburg and Village of Oregon for Intergovernmental Agreement Assistance Services, up to \$25,000 for 2026-2028**
  - 2) **Approval of Agreement with Town of Springfield for Planning and Transfer of Development Rights (TDR) Administration Services, up to \$12,000/year**
  - 3) **Approval of Agreements with City of Stoughton for Growth Area and Boundary Planning Assistance Services, up to \$14,100 for 2026**
  - 4) **Approval of Agreement with City of Sun Prairie for Mapping and Data Services, up to \$6,750 in 2026**
5. **CARPC Resolution 2026-11, Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans (*actionable item*)**
  6. **Acknowledgement of Receipt – April 2026 Financial Management Report (*actionable item*)**
  7. **CARPC Resolution 2026-12, Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Policies and Criteria for Environmental Corridors* (*actionable item*)**
  8. **CARPC Resolution 2026-13, Approving the 2027 Preliminary CARPC Budget and Dane County Charge (*actionable item*)**
  9. Regional Development Framework Key Performance Indicator Update – Staff Presentation and Discussion
  10. Reports
    - a. Commission Chair
    - b. Executive Director
      - (1) Program and Services Updates
      - (2) Partnership Updates
  11. Future Agenda Items  
(next meeting June 11, 2026, location TBD and via Zoom, 6:00 pm meeting start)
    - a. Acknowledgement of Receipt – 2025 Audit and Required Communications to the Commission (July)
    - b. Public Hearing/Applicant Presentation – Sun Prairie Sewer Service Area Amendment – Business Park (July)
    - c. Public Hearing/Applicant & Staff Presentations/Commission Action – Westport Sewer Service Area Amendment – River Road LSA (Hope Ct/Tuggle Ln) (July)
    - d. 2025 Annual Report – Staff Presentation and Discussion (July)
    - e. Visits/presentations by allied organizations? - TBD
  12. Adjournment

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LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnub ua hauj lwm ua ntej yuav tuaj sib tham.

**Re: Public Hearing on CARPC Resolution 2026-11, Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans**

**Requested Action:**

None

**Background:**

CARPC conducts reviews of various development plans for conformance with the [Dane County Water Quality Plan](#) (DCWQP) in accordance with certain statutory provisions and permitting requirements. These reviews can be categorized into the following: sewer extension reviews ('208' reviews), facility plan reviews, Environmental Corridor reviews, and MMSD Annexation reviews.

Since 2008, fees have been charged directly to the applicant for sewer extension reviews and were originally based on the acreage of the development. In 2018, [Resolution 2018-04](#) enacted a fixed fee structure based on typical costs of completing the review for each of the types of reviews provided, regardless of the size of the development, to more accurately and equitably cover costs. Fees have not been updated since 2018 and have now resulted in a budget shortfall of approximately \$22,000 each of the past two (2) years for the review of sewer extensions. Fees are currently not charged for facility plan reviews, Environmental Corridor reviews, or MMSD Annexation reviews. Review of facility plans has resulted in a budget shortfall of approximately \$1,000 each of the past two (2) years.

**Staff Comments:**

Staff prepared a detailed analysis of costs to conduct reviews versus revenues from review fees using actual data from recent years. The attached report summarizes the analysis and alternatives considered. A presentation was provided at the May 14, 2026, Commission meeting describing the analysis and recommendations. Staff are recommending the following general fee proposals (see attached Resolution for all details):

1. Increase fees for sewer extension reviews to match actual costs (on annual average basis), with annual increases commensurate with staff billing rate increases
2. Implement a fixed fee for facility plan reviews, with annual increases commensurate with staff billing rate increases

**Attachments:**

1. Conformance Review Fees Report (dated May 6, 2026)
2. Resolution 2026-11

**Staff Contact:**

Nick Bower  
Senior Environmental Engineer/Water Quality Planning Director  
[NickB@CapitalAreaRPC.org](mailto:NickB@CapitalAreaRPC.org)  
608 474 6019

**Next Steps:**

If no issues or comments are raised requiring revision, the Commission will consider resolution for adoption at this meeting.

# Dane County Water Quality Plan Conformance Review Fees Assessment

## Revenues vs. Costs & Update Recommendations

May 6, 2026

### Background

CARPC, in its capacity as an agent for the Wisconsin Department of Natural Resources (WDNR), conducts reviews of various development plans for conformance with the [Dane County Water Quality Plan](#) (DCWQP), which is the areawide water quality management plan for the region of Dane County, in accordance with certain statutory provisions and permitting requirements. CARPC receives funding from WDNR on an annual basis to support elements of this work.

### Sewer Extension Reviews

As a part of the permitting process through the state, nearly all development and redevelopment projects which include extension of public sanitary sewer collection systems (per NR 110.08(4)), or connection to public systems (per SPS 382.30(11)(f) for site laterals and 382.30(12)(b) for private interceptor main sewers) require conformity with the areawide water quality management plan. Conformity is established through review by CARPC staff—referred to as the Sewer Extension Review (SER)—and issuance by staff of a conformance review letter or ‘208 letter’ (a reference to Section 208 of the Clean Water Act).

This review confirms that the area proposed for sanitary sewer service lies within an existing sewer service area, is not located in environmentally sensitive areas, and complies with requirements established in applicable sewer service area (SSA) amendment approvals. Such requirements are typically documented within CARPC or DCRPC (the predecessor to CARPC) Resolutions or Water Quality Management Letters (WQMLs), as referenced and included in the approval by WDNR. This often includes provisions for review of stormwater management and environmental corridors. If there are errors or missing info, or if the plans are otherwise not in conformance with the applicable requirements, then staff will issue comments to the applicant and necessitate a resubmittal for further review.

Since 2008, sewer extension review fees have been charged directly to the applicant (typically a municipality or consulting engineer). Originally, fees were determined based on the acreage of the development. In 2018, [Resolution 2018-04](#) enacted a fixed fee structure

based on the type of review provided, regardless of the size of the development or time needed to complete review. These fixed fees (regardless of the number of resubmittals) are still in effect and have not been adjusted to inflation:

- Sewer Reconstruction Only = \$0
- Sewer Extension Review Only = \$400
- Sewer Extension w/ Environmental Corridor Review = \$600
- Sewer Extension w/ Stormwater Plan Review = \$800
- Sewer Extension w/ Stormwater Plan & Environmental Corridor Review = \$1,000

### Facility Plan Reviews

Projects involving new or modified sewerage systems owned by municipal or other non-industrial entities must have a sewerage system facility plan prepared for WDNR review, pursuant to s. NR 110.08(1), Wis. Adm. Code. The basic purpose of facility planning is to assess the condition of a sewerage system, establish a need for improvement, evaluate options to address system needs and to identify the cost-effective alternative (see more: [WDNR](#)). Like sewer extensions, all facility plans must be in conformance with the areawide water quality management plan (per NR 110.08(4)). Conformity is established through review by CARPC staff and issuance by staff of a conformance review letter.

No fees are currently charged for facility plan reviews; these services are covered by Dane County funding.

### Environmental Corridor Reviews

Staff routinely receive inquiries related to environmental corridors (EC). Often these are questions about the presence of environmental resources, interpretation of policies, and how proposed development may impact, or be impacted by, corridors—often as a precursor to a future submittal for a sewer extension review (see above).

Since early 2025, CARPC staff have been offering to conduct detailed reviews of environmental corridors for future areas of growth within a municipality, resulting in a detailed memo and update on mapping. These reviews have been conducted in coordination with municipal staff and are typically related to future SSA amendments.

No fees are charged for inquiries or detailed EC reviews; these services are covered by Dane County funding. However, the fee charged for a sewer extension review does increase if review of environmental corridors is required (see section above).

## MMSD Annexation Reviews

CARPC staff review proposals for annexation of new lands into the Madison Metropolitan Sewerage District's (MMSD's) service area boundary. MMSD's sewer use ordinance requires notice to CARPC, and written confirmation of receipt from CARPC. Wis. Stats. 200.11(1)(b) requires consistency with the adopted plans of the regional planning commission (CARPC).

No fees are charged for MMSD Annexation reviews; these services are covered by Dane County funding.

## Assessment

### Data and Assumptions

- Analyzed the total number of reviews and revenues from the years 2016-2025
- Analyzed details of costs and hours spent on each review using timesheet data from the period of 1/1/2024 through 3/10/2026
- This assesses time spent directly on specific sewer extensions, and environmental corridor and stormwater review components thereof; additional time on inquiries or follow-up mapping updates is not included

## Sewer Extension Reviews

Over the past 10 years (2016–2025), CARPC has issued an average of 104 conformance review letters. **Figure 1** shows the number of reviews and associated fee revenue for each year.

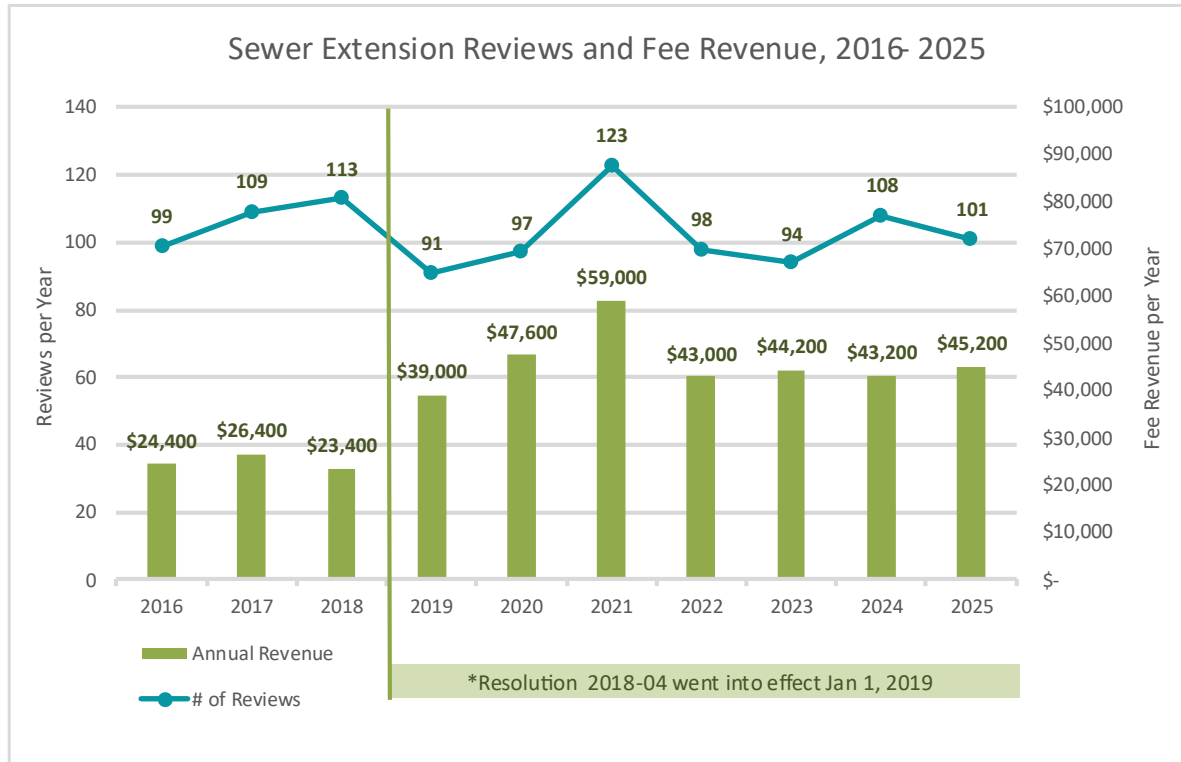


Figure 1. Summary of Annual Revenue (2016–2025)

**Table 1** provides averages (costs and hours) per review and net revenue (fees charged minus total costs) for each year within the period analyzed.

Table 1. Sewer Extension Reviews Summary

	2024	2025	2026*
Number of Reviews	108	101	20
Cost per Review	\$612.91	\$665.70	\$502.61
Hours per Review	7.41	6.91	5.36
Total Fees	\$43,200.00	\$45,200.00	\$7,400.00
Total Costs	\$66,194.71	\$67,235.29	\$10,052.17
<b>Net Revenue</b>	<b>-\$22,994.71</b>	<b>-\$22,035.29</b>	<b>-\$2,652.17</b>

\* Through 3/10/2026; based on this pace and normal fluctuations in intensity of submittals, 2026 is currently projected to be close to the average in recent years

The level of effort required for each review varies based on the complexity of the project, the quality of the submittal package, and the components needing review. The hours spent on

each review from 2024–2025 ranged from 0.25 to 46.5, with the low-end representing straightforward sewer reconstruction projects and the high-end representing developments with complex stormwater management plans and multiple resubmittals (due to incomplete information or lack of conformity with the water quality plan).

Sewer reconstruction projects are a unique kind of review because they are almost always in older areas of municipalities where there are no applicable Resolutions or WQMLs providing staff with the authority to conduct additional review, and they have little to no impact on environmental corridors or stormwater management. Regardless, a 208 letter is required for permitting. The City of Madison submits most reconstruction projects and there is long-standing agreement between the City and CARPC that charging for our review is not appropriate, particularly given the narrow scope of our review and our lack of authority. Each review typically takes approximately one (1) hour to complete. The overhead costs associated with invoicing for such small reviews are likely to outweigh any meaningful gain in revenue.

The following tables provide a breakdown of effort required for review, by each tier within the existing fee schedule.

Table 2. Sewer Extension Reviews by Type

Type of Review		2024	2025	2026*	Average
<b>\$0 Fee (Reconstruction Only)</b>	No. Reviews	27	24	5	<b>26</b>
	Avg. Cost	\$167.52	\$190.57	\$77.01	<b>\$169.32</b>
	Hours	2.0	2.0	1.0	<b>1.9</b>
<b>\$400 Fee (Base Review)</b>	No. Reviews	54	43	12	<b>53</b>
	Avg. Cost	\$548.52	\$356.15	\$348.29	<b>\$450.58</b>
	Hours	6.7	3.9	4.0	<b>5.3</b>
<b>\$600 Fee (Base + EC)</b>	No. Reviews	8	12	1	<b>8</b>
	Avg. Cost	\$641.51	\$951.23	\$243.19	<b>\$799.53</b>
	Hours	7.6	9.8	3.0	<b>8.7</b>
<b>\$800 Fee (Base + SWMP)</b>	No. Reviews	11	6	0	<b>9</b>
	Avg. Cost	\$1,363.98	\$1,144.47	n/a	<b>\$1,286.50</b>
	Hours	16.8	11.5	n/a	<b>15.0</b>
<b>\$1,000 Fee (Base + EC + SWM)</b>	No. Reviews	8	16	2	<b>12</b>
	Avg. Cost	\$1,489.49	\$1,816.61	\$2,622.23	<b>\$1,777.93</b>
	Hours	17.5	18.6	25.9	<b>18.8</b>

\* Through 3/10/2026; based on this pace and normal fluctuations in intensity of submittals, 2026 is currently projected to be close to the average in recent years

\*\* Averages extrapolate 2026 data across the full calendar year.

*Fees Alternatives*

**Option SE-1. Update Fee Schedule Based on Average of Recent Historical Costs** – This option would result in close to full cost recovery associated with sewer extension reviews initially but then risks falling behind again as wage rates increase. Fees would be set based on the approximate cost of all reviews (except Reconstruction projects) based on recent data (see **Table 2**), rounded to whole numbers, as follows:

- Reconstruction Only = \$0
- Sewer Extension Review Only = \$450
- Sewer Extension w/ Environmental Corridor Review = \$800
- Sewer Extension w/ Stormwater Plan Review = \$1,300
- Sewer Extension w/ Stormwater Plan & Environmental Corridor Review = \$1,800

**Option SE-2. Update Fee Schedule Based on Average of Recent Historical Costs Plus Annual Increase (RECOMMENDED)** – This option would result in close to full cost recovery associated with sewer extension reviews, as it includes a built-in annual increase in review fees commensurate with annual increases in billing rates to provide close to full cost recovery in perpetuity. New fees would be set based on the approximate cost of all reviews (except Reconstruction projects) based on recent data (see **Table 2**). Annual increases in fees, thereafter, would be set by applying a multiplier to account for annual increases in billing rates, rounded to whole numbers. This option might result in fees as follows:

*Table 3. Sewer Extension Review Fee Schedule (Option SE-2)*

	<b>2026*</b>	<b>2027**</b>	<b>2028**</b>	<b>2029**</b>
<b>Reconstruction Only</b>	\$0	\$0	\$0	\$0
<b>Sewer Extension Review Only</b>	\$450	\$465	\$480	\$495
<b>Sewer Extension w/ EC Review</b>	\$800	\$825	\$850	\$875
<b>Sewer Extension w/ SWMP Review</b>	\$1,300	\$1,350	\$1,400	\$1,450
<b>Sewer Extension w/ SWMP &amp; EC Review</b>	\$1,800	\$1,850	\$1,900	\$1,950

\* Remainder of 2026, initiated upon effective data

\*\* Years 2027-2029 assume an annual staff billing rate increase of 3%

**Option SE-3. Update Fee Schedule Based on Typical Costs** – This option would result in an increase in revenue but would still not provide full cost recover. This option involves removing statistical outliers, such as those above the n<sup>th</sup> percentile, for the purpose of determining what

'typical' costs are. Removing reviews above the 90<sup>th</sup> percentile in terms of hours spent would predominantly remove reviews of the \$1,000 tier variety (Base + EC + SWM) and thus would heavily weight 'typical' costs towards those associated with the lower-level tiers. A more robust analysis would be required to determine true 'typical' costs and specific methods could be adjusted to align with acceptable amounts of cost recovery.

**Option SE-4. Charge Actual Costs of Each Review** – This option would result in full cost recovery but will increase overhead costs and reduce the timeliness of billing. It is most likely impractical, given the high volume of reviews and administrative efforts which would be required to accurately track, report, and bill for each individual review.

**Option SE-5. Update Fee Schedule Based on External Metric** – This would involve calculating a new fee schedule based on the CPI index, new staff billing rates (compared to when the current fees were adopted in 2018), or another metric. This option could simplify regular fee increases in the future and would retain a tie to the actual costs incurred if the average time for each type of review remains consistent.

### Facility Plan Reviews

Over the past 10 years (2016–2025 data), the number of reviews has ranged from 0 to 14. However, the year with 14 reviews is an outlier, and the average tends to be only a few reviews each year.

Time spent on Facility Plan reviews is not tracked individually and so the specific time and cost spent on each review is unknown. **Table 3** provides the total costs and averages for these reviews.

Table 4. Facility Plan Reviews Summary

	2024	2025	2026*	Average**
Number of Reviews	2	4	0	3
Cost per Review	\$391.35	\$317.93	n/a	\$354.64
Hours per Review	3.0	2.63	n/a	2.81
Total Fees	\$0	\$0	\$0	\$0
Total Costs	\$782.70	\$1,271.73	\$0	\$1,027.21
<b>Net Revenue</b>	<b>-\$782.70</b>	<b>-\$1,271.73</b>	<b>\$0</b>	<b>-\$1,027.21</b>

\* Through 3/10/2026

\*\* Average taken from 2024–2025 only

### Fees Alternatives

**Option FP-1. No Change** – This option results in continuing to not charge any fees for review.

**Option FP-2. Charge Actual Costs of Each Review** – This option would result in full cost recovery but has been determined to be impractical, given the administrative efforts which would be required to accurately track, report, and bill for each individual review.

**Option FP-3. Charge a Flat Fee for All Reviews Based on Average of Recent Historical Costs** – This option provides close to full cost recovery associated with facility plan reviews (on an average annual basis). Fixed fees would be set based on the approximate cost of all reviews (see **Table 3**), rounded to whole numbers, as follows:

- All Facility Plan Reviews = \$350

**Option FP-4. Charge a Flat Fee Based on Average of Recent Historical Costs Plus Annual Increase (RECOMMENDED)** – This option would result in close to full cost recovery associated with facility plan reviews, as it includes a built-in annual increase (adjusted annually) in review fees commensurate with annual increases in billing rates to provide close to full cost recovery in perpetuity. Initial fees would be set based on the approximate cost of all reviews based on recent data (see **Table 3**). Annual increases in fees, thereafter, would be set by applying a multiplier to account for annual increases in billing rates, rounded to whole numbers. This option might result in fees as follows:

*Table 5. Facility Plan Review Fee Schedule (Option FP-4)*

	<b>2026*</b>	<b>2027**</b>	<b>2028**</b>	<b>2029**</b>
<b>Facility Plan Review</b>	\$350	\$360	\$370	\$380

\* Remainder of 2026, initiated upon effective data

\*\* Years 2027-2029 assume an annual staff billing rate increase of 3%

## Environmental Corridor Reviews

CARPC staff have not tracked individual reviews and inquiries regarding environmental corridors. Responding to inquiries, making administrative changes to mapping, and other environmental corridor reviews unrelated to a sewer extension review are often more generalized and difficult to associate directly with a particular 'review', and thus, have been considered core functions of CARPC's duties in administering the DCWQP. Fee assessments related to environmental corridors outside of the sewer extension review process could have the unintended consequence of discouraging coordination with CARPC on environmental corridor constraints in the early stages of local planning or development discussions, leading to worse outcomes with regard to environmental resource protections and likely increased friction between CARPC and local municipalities.

*Fees Alternatives*

**Option EC-1. No Change (RECOMMENDED)**– This option results in continuing to not charge any fees for review. Staff recommend this option because this has been a relatively low-cost service and charging for it would reduce requests for coordination between staff and applicants/municipalities on environmental corridor delineation.

**Option EC-2. Charge Actual Costs of Each Review** – This option may result in full cost recovery for the review service itself but would add administrative costs to accurately track, report, and bill each individual review. Additionally, it would result in a decrease in active collaboration between CARPC staff and applicants or municipalities, resulting in lesser opportunity to influence outcomes related to land and water quality protection.

**Option EC-3. Charge a Flat Fee for All Reviews** – This option may result in full cost recovery for the review service itself but would add administrative costs to accurately track, report, and bill each individual review. Additionally, it would result in a decrease in active collaboration between CARPC staff and applicants or municipalities, resulting in lesser opportunity to influence outcomes related to land and water quality protection.

**MMSD Annexation Reviews**

Over the past 10 years (2016–2025 data), CARPC has reviewed an average of 6 MMSD Annexation requests each year. Each review is narrow in scope and takes typically less than one (1) hour to complete. The overhead costs associated with invoicing for such small reviews are likely to outweigh any meaningful gain in revenue.

*Fees Alternatives*

**Option MX-1. No Change (RECOMMENDED)** – This is the only viable alternative.

# Conclusions

## Recommendations

**Sewer Extension Reviews**

1. Per Option SE-2. Update Fee Schedule Based on Average of Recent Historical Costs Plus Annual Increase, implement the following fee schedule:

	<b>2026*</b>	<b>2027**</b>	<b>2028**</b>	<b>2029**</b>
<b>Reconstruction Only</b>	\$0	\$0	\$0	\$0
<b>Sewer Extension Review Only</b>	\$450	\$465	\$480	\$495

<b>Sewer Extension w/ EC Review</b>	\$800	\$825	\$850	\$875
<b>Sewer Extension w/ SWMP Review</b>	\$1,300	\$1,350	\$1,400	\$1,450
<b>Sewer Extension w/ SWMP &amp; EC Review</b>	\$1,800	\$1,850	\$1,900	\$1,950

\* Remainder of 2026, initiated upon effective data

\*\* Years 2027-2029 assume an annual staff billing rate increase of 3%

2. Annually, update fees based on adjustments in staff billing rates, rounded to whole numbers.
3. Conduct a periodic review of revenues versus costs in the future (minimum every 3 years), accounting for future increases in staff billing rates and average time required to complete reviews (thus accounting for possible improvements in workflow and quality of application submittal packages).

### **Facility Plan Reviews**

4. Per Option FP-4. Charge a Flat Fee Based on Average of Recent Historical Costs Plus Annual Increase, implement the following fee schedule:

	<b>2026*</b>	<b>2027**</b>	<b>2028**</b>	<b>2029**</b>
<b>Facility Plan Review</b>	\$350	\$360	\$370	\$380

\* Remainder of 2026, initiated upon effective data

\*\* Years 2027-2029 assume an annual staff billing rate increase of 3%

### **Environmental Corridor Reviews**

5. Per Option EC-1 (above), no change to fee assessments (no charge)

### **MMSD Annexation Reviews**

6. Per Option MX-1 (above), no change to fee assessments (no charge)

## **Effect on Budget 2027**

Implementing the above recommendations would have a positive effect on the budget for 2027.

In recent years (2024-2025), sewer extension reviews have resulted in an approximate \$22,000 budget shortfall. Updating sewer extension fees as recommended above results in an estimated \$4,414 budget shortfall in 2027 (assuming a 3% rise in billing rates). The shortfall is due to reconstruction only projects, which have zero review fees.

In recent years, facility plan reviews have resulted in an approximate \$1,000 budget shortfall. Implementing a new facility plan review fee as recommended above results in this work being nearly budget neutral in 2027 (assuming a 3% rise in billing rates).

Table 6. Budget Implications of Review Fee Revisions

	<b>2025</b>	<b>2027 (no change)</b>	<b>2027 (new fees)</b>
Sewer Extension Reviews			
Revenue	\$45,200	\$45,200	\$65,595
Costs (Staff Time)	\$67,235	\$70,009	\$70,009
<b>Net Income/Loss</b>	<b>-\$22,035</b>	<b>-\$24,809</b>	<b>-\$4,414</b>
Facility Plan Reviews			
Revenue	\$0	\$0	\$1,080
Costs (Staff Time)	\$1,272	\$1,096	\$1,096
<b>Net Income/Loss</b>	<b>-\$1,272</b>	<b>-\$1,096</b>	<b>-\$16</b>

Implementation Plan

The proposed changes are recommended to be effective beginning on September 1, 2026. Successive fee increases are recommended to be enacted beginning on January 1<sup>st</sup>, each year. This will allow time to communicate the rate change before it occurs. Submittals received before the effective date will be subject to the current rate schedule.



## CARPC Resolution No. 2026-11

### Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans

WHEREAS, the Capital Area Regional Planning Commission (CARPC) is a regional planning commission duly created by Executive Order of Governor Jim Doyle in 2007 under Wis. Stats. § 66.0309; and

WHEREAS, CARPC is authorized to carry out a range of planning activities, pursuant to Wis. Stat. §66.0309(8), and contracts with the Wisconsin Department of Natural Resources (DNR) to conduct areawide water quality management planning for the Dane County region; and

WHEREAS, the *Dane County Water Quality Plan (DCWQP)* is the approved areawide water quality management plan for the Dane County region, first adopted in 1979 and since amended from time to time by recommendation of CARPC and approval by Wisconsin DNR; and

WHEREAS, as part of its areawide water quality management planning work, CARPC conducts reviews of sewer extension projects and facility plans for conformance with the DCWQP pursuant to Chapter NR 110 and SPS 382 Wis. Adm. Code; and

WHEREAS, CARPC has implemented sanitary sewer extension review fees since 2008, last updated in 2018, and currently does not charge for facility plan reviews; and

WHEREAS, CARPC has analyzed the costs to conduct reviews versus revenues from fees charged to the applicant using actual data from recent years and determined that increases in fees are necessary to cover the cost of reviews given the increases in direct and indirect costs since 2018; and

WHEREAS, CARPC adopted Resolution No. 2018-04 on July 12, 2018, which established the existing fee policy applicable to sewer extension reviews, and which shall be replaced in full by the proposed fee policy contained herein; and

WHEREAS, a public hearing was held on June 11, 2026, to take testimony from the public regarding this fee policy.

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby adopts the following fee policy and associated provisions for conformance reviews of sewer extensions and facility plans, to be effective starting September 1, 2026:

#### General Provisions:

1. All sewer extension projects and facility plans requiring conformance with the *Dane County Water Quality Plan* will be reviewed by CARPC staff and subject to the fees described in the following sections.

2. Upon completion of the review (generally at the time of issuance of a water quality management conformance review letter, or '208' letter), the Applicant will be invoiced according to the fee schedules listed below for Sewer Extensions or Facility Plans.
3. The type of fee assessed will be determined by CARPC staff based on the type of review which has been provided.
4. The assessment of review fees for revisions or resubmittals of a project (after issuance of a letter and fee assessment), will be made at the discretion of CARPC staff based on the extent of additional review required.
5. The Applicant is responsible for paying all invoices issued, regardless of whether payment has been delegated to another party, and regardless of whether the review has resulted in a successful determination of compliance with the DCWQP.
6. The fee amounts, including annual increases, are intended to cover the cost of review, on an average annual basis, excluding the review of projects that consist solely of sewer reconstruction and are not adding new loading or changing the service area.
7. Annual increases in fees will go into effect each year on January 1 (not requiring action of the Commission); increases will be based on a multiplier corresponding to adjustments in billing rates for personnel whose primary job responsibilities include conformance reviews (this shall include (1) entry level rate and (1) senior level rate); fees will be rounded.
8. Current fees will be published on the CARPC website each calendar year.
9. These policies and fee schedules may be reviewed and updated periodically, but not more than once every year, by action of the Commission.

#### Sewer Extension Reviews:

1. Applicants will be charged a review fee according to the following schedule, beginning September 1, 2026. Fees in future years will be adjusted based on CARPC staff billing rates effective for that year.
  - Reconstruction Only Review = \$0
  - Base Review = \$450
  - Base + Environmental Features Review = \$800
  - Base + Stormwater Plan Review = \$1,300
  - Base + Stormwater Plan + Environmental Features Review = \$1,800

#### Facility Plan Reviews:

1. Applicants will be charged a review fee according to the following schedule:
  - Base Review = \$350

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Date Adopted

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David Pfeiffer, Chairperson

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Cynthia Richson, Secretary

DRAFT

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

**Westport Town Hall – 5387 Mary Lake Rd, Waunakee**  
**Zoom Webinar**

**May 14, 2026**

**6:00 pm**

**Commissioners Present:** Steve Greb, Audra Dalsoren, Maureen Crombie, Cynthia Richson, Bill Tishler, Heidi Murphy, Noah Lieberman, David Pfeiffer, Peter McKeever

**Commissioners Absent:** Jim Schuler, Regina Vidaver, Alison Volk

**Staff Present:** Jason Valerius, Matthew Kozlowski, Melissa Michaud, Nick Bower, Caitlin Shanahan, Matthew Krempely

**Others Present:** Caryl Terrell, Pat Bergen, Tom Mathies, Caleb Frostman, Luke Diaz

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 6:04 pm. A quorum was established.

2. Public Comment on Matters not on the agenda.

None

**3. PUBLIC HEARING (6:05pm)**

a. Public Hearing on a Proposed Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Environmental Corridor Policies and Criteria*

- (1) Staff Presentation – Overview of Updated Policies and Criteria document
- (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing
- (3) Commissioner Questions and Discussion

Melissa Michaud presented an overview of the updated policies and criteria.

Chair Pfeiffer opened the public hearing at 6:24pm.

No public comments made.

Chair Pfeiffer closed the public hearing at 6:25pm.

**4. Consent Agenda (all items below are actionable items) (6:26 pm)**

- a. **Minutes of April 9, 2026 CARPC Meeting**
- b. **Executive Committee Recommendations**

- (1) **Approval of Annual Agreement to Provide Water Quality Management Planning Assistance to the Wisconsin Department of Natural Resources, \$95,000 for 2026**
- (2) **Approval of Water Quality Management Planning Grant Agreement with the Wisconsin Department of Natural Resources for Chloride Planning Activities in Starkweather Creek, \$25,000 for 2026-2027**
- (3) **Approval of Agreements with USGS and Various Regional Stakeholders for Cooperative Monitoring within the Yahara River Watershed for 2026**

Commissioner Richson and Vice Chair Murphy requested separation of items B1, B2, and B3.

**Motion:** Vice Chair Murphy moved to approve the remaining items on the Consent Agenda.

Commissioner Richson seconded.

*The motion carried unanimously.*

**Motion:** Commissioner McKeever moved approval of items 4.b(1) and 4.b(2). Commissioner Lieberman seconded.

**Discussion:** Commissioner Richson advised that staff exceeded its authority under CARPC Bylaws, Article II – Section 6, by signing the two contracts in 4.b(1) and 4.b(2) without first obtaining CARPC Commission approval of these contracts, which constitutes a material weakness in internal controls. She further advised that similar contracts had been approved by the Commission in prior years in July of 2025 and June of 2024. Therefore, Commission approval of the current contracts would've been appropriate and timely in May of 2026.

*On the motion to approve items 4.b(1) and 4.b(2), the motion carried 8-0-1; Commissioner Richson abstained due to the weakness in internal controls.*

**Motion:** Commissioner Greb moved approval of item 4.b(3). Commissioner Crombie seconded.

**Discussion:** Commissioner Greb expressed concern that some monitoring stations have more limited parameters or are being discontinued and asks how services compare to previous years.

Melissa Michaud answered that agreements for 2026 will be the same as 2025, but 2027 may see some potential changes due to funding limitations.

*On the motion to approve item 4.b(3), the motion carried unanimously.*

**5. Acknowledgement of Receipt – March 2026 Financial Management Report (*actionable item*) (6:36 pm)**

**Motion:** Commissioner McKeever moved to acknowledge receipt of the March 2026 Financial Management Report. Commissioner Dalsoren seconded.

*The motion carried unanimously.*

**6. Dane County Water Quality Plan: Summary Plan Update – Update on Project and Stakeholder Engagement Process – Staff Presentation and Discussion (6:37 pm)**

Nick Bower presented an overview and updates on the Summary Plan update process, including the staff recommendation to rename the Summary Plan to the Water Quality Management Framework.

Commissioner Crombie asked when the plan was last updated and why the delay. Nick Bower answered that the plan was last updated in 2004 and the delay is mostly due to funding limitations and prioritization of updates to other components of the Dane County Water Quality Plan, such as the Environmental Corridors Report.

Vice Chair Murphy asked if staff plan to connect this update to the Regional Development Framework in some way. Nick Bower answered that they're closely connected in many ways and used in tandem to advocate for practices informed by each, but that maintaining them as separate documents is important because some aspects of implementation require focus exclusively on water quality issues, in particular the sewer service area planning process.

**7. Water Quality Plan Conformance Review Fees Assessment – Staff Presentation and Discussion (7:07 pm)**

Nick Bower provided an overview of the updated fees schedule and report.

Commissioner Richson asked for clarification regarding the decision to charge for environmental corridor reviews as a part of the sewer extension review process, but not during standalone reviews. Nick Bower

answered that environmental corridor reviews are necessary and not optional when an applicant is seeking a sewer extension on a site with environmental corridors, whereas standalone environmental corridor reviews are voluntary consultation inquiries that are beneficial opportunities for conversation with the community and might not happen if a fee is charged.

Jason Valerius asked commissioners if they would prefer to see a public hearing on this item. Commissioner Richson answered that a public hearing would be appropriate.

8. Farmland Stewardship Initiative Update – Staff Presentation and Discussion (7:28 pm)

Caitlin Shanahan provided an overview and update on the farmland stewardship initiative.

Commissioner Richson noted that farmer advocacy organizations have been promoting groundwater mapping in an effort to promote water quality and drinking water health and expressed interest in seeing CARPC add to these efforts.

9. Acceptance of MadREP/USDA Funds for Rural Economic Development Update – Staff Presentation and Discussion (7:58 pm)

Jason Valerius noted that MadREP and USDA may be able to complete the tasks necessary for CARPC to consider acceptance of the funding at the June Commission meeting.

10. Quarterly Report on Work Program Hours – Budget vs. Actual – Staff Presentation and Discussion (8:03 pm)

Jason Valerius presented a summary of the report.

11. CARPC Approach to Public Engagement Related to Sewer Service Area Amendments – Staff Presentation and Discussion (8:08 pm)

Jason Valerius provided an overview of the strategy and approach used by CARPC for public engagement in Sewer Service Area Amendments.

12. Reports (8:16 pm)

a. Commission Chair

None

b. Executive Director

- (1) Program and Services Updates
- (2) Partnership Updates

Jason Valerius provided highlights from the Executive Director's report.

13. Future Agenda Items (next meeting June 11, 2026, via Zoom Webinar, 6:00 pm meeting start time)

- a. Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Environmental Corridor Policies and Criteria* (June)
- b. Resolution 2026-XX, Approving the 2027 Preliminary CARPC Budget and Dane County Charge (June)
- c. Resolutions for MadREP/USDA Funds (June)
- d. 2025 Annual Report Presentation (June)
- e. 2025 CARPC Audit (June)
- f. Update on Key Performance Indicators for the Regional Development Framework (June)
- g. Public Hearing/Applicant Presentation – Sun Prairie Sewer Service Area Amendment – Business Park (July)
- h. Visits/Presentations by Allied Organizations – TBD

14. Adjournment

*The meeting was adjourned at 8:18pm following technical difficulties resulting in a loss of quorum shortly before the completion of the Executive Director's Report.*



**AGREEMENT BETWEEN CITY OF FITCHBURG, VILLAGE OF OREGON  
AND THE CAPITAL AREA REGIONAL PLANNING COMMISSION  
FOR INTERGOVERNMENTAL AGREEMENT ASSISTANCE SERVICES**

**Parties:** This agreement (“Agreement”) is by and between the City of Fitchburg (“City”) a municipal corporation located at 5520 Lacy Road, Fitchburg, WI 53711 and the Village of Oregon (“Village”) a municipal corporation located at 101 Alpine Pkwy, Oregon, WI 53575, hereafter collectively “the Communities” and Capital Area Regional Planning Commission, 100 State St, Ste 400, Madison, WI 53703-2573, hereafter “CARPC” (each, a “Party” and collectively, the “Parties”).

**Term:** The term of this Agreement is June 30, 2026 through June 30, 2028. This Agreement shall only be revised by written agreement between the Parties; it may autorenew for up to two additional 6-month periods if the not-to-exceed dollar amount has not yet been met.

**Scope of Services:** This agreement is for work associated with the development of an intergovernmental agreement to guide land development and public service provision in lands in the City of Fitchburg adjacent to the Village of Oregon. The area for potential development is generally west of USH 14 to the railroad tracks, including those parcels accessible from CTH M and south to the border with the Village of Oregon. The agreement terms considered during this drafting process may address the potential to develop and/or extend public services to other lands around the lands described above.

It is understood by all parties that initial drafting efforts for this agreement will be informed by feedback collected from property owners and municipal staff and officials in January and February of 2026, all of which was discussed in a joint public meeting of the Village Board and City Council at the Oregon Public Library on February 25, 2026. It is further understood that no decisions were made in that initial series of listening sessions, and that no decisions will be made about this intergovernmental agreement until after a public outreach and engagement process to raise awareness of and seek feedback on draft agreement terms.

The current understanding among the parties is to target approval of the intergovernmental agreement by the City and Village in the first quarter of 2027. The term of services in this agreement extends to 2028 in case there is a decision to delay the process.

CARPC may provide any of the following services under this agreement:

- Attendance at and/or facilitation of discussion at meetings with City and/or Village staff to discuss development of an intergovernmental agreement, including coordination as necessary with the City’s comprehensive plan update

- Attendance at and/or presentation to and/or facilitation of discussion at public meetings about an intergovernmental agreement
- Preparation of draft agreement language
- Preparation of maps to support draft agreement development

**Payment:** Total cost for assistance provided by CARPC will not exceed \$25,000. CARPC will invoice the City quarterly for the hours of work completed at a rate of \$125/hour. The City will provide the invoice to the Village, which will reimburse the City for 50% of the cost. Payment from the City to CARPC will be due within 30 days of the date of the invoice.

**Non-Discrimination:** During the term of this Agreement, the Parties agree to abide by their respective policies of non-discrimination and affirmative action. Further, the Parties agree that this agreement does not subject either party to the other's jurisdiction for the determination of such matters.

**Limitation of Liability:** Notwithstanding anything to the contrary contained in this Agreement or provided for under any applicable law, in no event is CARPC liable in contract, tort (including negligence) or otherwise for any special, incidental, or consequential damages arising out of or relating to the services provided pursuant to this Agreement. To the fullest extent allowed by law, CARPC's liability to the Communities or any other persons or entities is limited to the amounts received by CARPC in payment for the services rendered under the terms of this Agreement. Furthermore, nothing contained within this Agreement is intended to be a waiver or estoppel of CARPC or its insurer to rely upon the limitations, defenses, and immunities contained within the Wisconsin Statutes, including, without limitation, Wis. Stat. § 893.80.

**Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not affect the validity, legality, or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

**Liability:** Each party shall be responsible for the consequences of its own acts, errors or omissions and for the acts, errors, or omissions of its employees, officers, officials, agents, boards, committees and commissions, and shall be responsible for any losses, claims, and liabilities that are attributable to such acts, errors or omissions including providing its own defense, arising out of this Agreement. In situations involving joint liability, each party shall be responsible only for such losses, claims, and liabilities that are attributable to its own acts, errors, or omissions and the acts, errors, or omissions of its employees, officers, officials, agents, boards, committees, and commissions. It is not the intent of either party to waive, limit or otherwise modify the protections and limitations of liability found in Wis. Stats. § 893.80 or any other protections available to the parties by law.

**Independent Contractor:** It is the intention of the parties that CARPC shall be an independent contractor in the performance of the work, and that nothing contained herein shall be construed to be inconsistent with CARPC's status as an independent contractor. It is understood that the fees or any

other amounts The Communities pay CARPC under this Agreement shall not be considered salary for pension purposes, and CARPC will not be entitled to any of the other fringe and supplemental benefits of The Communities, nor will The Communities withhold any social security (FICA) or similar contributions from CARPC's fee. CARPC is responsible for the payment of all payroll taxes or contributions to its personnel performing services hereunder and shall be liable for failure to do so.

**Governing Law; Jurisdiction.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Wisconsin, without regard to its conflict of laws rules.

**Dispute Resolution:** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such solution within a period of sixty (60) days, then, upon notice by either party to the other, all disputes, claims, questions, or differences shall be finally settled by litigation. Any action arising out of a dispute between the parties shall be brought in the state courts of Wisconsin located in Dane County. Each party submits to the jurisdiction and venue of these courts for purposes of such action, and each accepts service of process by first class mail, certified or registered.

**Entire Agreement:** This Agreement supersedes any previous agreement or undertakings. It may not be modified except in writing executed by both Parties.

**Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

IN WITNESS THEREOF, the Parties have caused this Agreement to be executed by individuals and officers duly authorized on the dates noted below.

**CAPITAL AREA REGIONAL PLANNING COMMISSION**

**CITY OF FITCHBURG**

By: \_\_\_\_\_

By: \_\_\_\_\_

Jason Valerius

Name:

Executive Director

Title:

Capital Area Regional Planning Commission

City of Fitchburg

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**VILLAGE OF OREGON**

By: \_\_\_\_\_

Name:

Title:

Village of Oregon

Date: \_\_\_\_\_



## AGREEMENT BETWEEN TOWN OF SPRINGFIELD AND THE CAPITAL AREA REGIONAL PLANNING COMMISSION FOR PLANNING AND TRANSFER OF DEVELOPMENT RIGHTS (TDR) ADMINISTRATION SERVICES

**Parties:** This agreement (“Agreement”) is by and between the Town of Springfield, 6157 County Highway P Dane, WI 53529, hereafter “The Town” and Capital Area Regional Planning Commission, 100 State St, Ste 400, Madison, WI 53703-2573, hereafter “CARPC” (each, a “Party” and collectively, the “Parties”).

**Term:** This agreement commences when signed by both parties and may continue until canceled in writing, with 30-days notice, by either party.

**Scope of Services:** CARPC will provide professional planning services to support the Town’s Transfer of Development Rights (TDR) program and other land use regulation assistance, including:

### 1. TDR / Land Split Administration and Support

- Develop and apply TDR ranking criteria to applicant parcels, including consideration of 1:1 and “super-sender” allocation options.
- Assist the Town in administering development rights transfers, including “re-splits” of 1:35 lots through the purchase of additional development rights.
- Review deed and title documents provided to CARPC to determine whether development rights/splits are available for specific parcels.
- Evaluate parcels for eligibility as a Sending or Super Sending are, to establish the number of development rights available for transfer and the parcel(s) to be protected.
- Provide recommendations on policies tying issuance of Town building permits to documentation of real estate closing and recorded easements or development rights transfers.

### 2. Conservation Easements and Related Policy Support

- Advise on structure and administration of conservation easements, including potential third-party easement holders (e.g., watershed and/or farmland conservation organizations).
- Assist the Town in clarifying policies related to existing and future conservation easements (e.g., requirements for conserving additional acreage).

### 3. Comprehensive Planning, Zoning, and Intergovernmental Agreement Assistance

- Prepare and/or assist with amendments to the Town Comprehensive Plan related to TDR, land splits, and rural-urban interface land use policies (including future conversion of certain non-residential sites to residential).
- Provide technical support and planning input to the Town’s participation in intergovernmental agreement (IGA) discussions with Middleton and/or Waunakee.

#### 4. Stormwater and Erosion Control Coordination

- Provide planning-level assistance related to the Town’s stormwater management and erosion control responsibilities and help as appropriate to coordinate with the County where the County has responsibilities.

#### 5. Meetings, Outreach, and Support

- Attend Town Plan Commission and/or Town Board meetings, as requested, to provide overviews, answer questions, and support decision-making related to TDR, land splits, conservation easements, Comprehensive Plan amendments, and related zoning actions.
- Provide input on materials for Town communications (e.g., newsletter articles or web content) describing TDR, land splits, and related policy issues, as requested by the Town.

#### **Additional Services (Not Included in This Scope Unless Explicitly Added by Amendment):**

Examples of services CARPC may be able to perform or outsource to a third party, but which are not included in this Agreement unless specifically authorized in writing, include:

- Detailed engineering design, construction documents, or stormwater management modeling.
- Direct administration or enforcement of Town permits (e.g., erosion control permits) or building inspections.
- Extensive public engagement processes beyond the meetings and communication support described above (e.g., multi-meeting facilitated visioning processes).
- Townwide rezoning efforts needed to implement the Comprehensive Plan and complete the transition from legacy zoning districts, including mapping and associated documentation.

**Fees and Payment:** Total cost for the required elements to be provided by CARPC is estimated to be \$8,000-12,000 per year. CARPC will invoice the Town quarterly, no later than 30 days after the end of the preceding quarter, for actual hourly salary plus fringe and indirect costs. Payment from The Town to CARPC will be due within 30 days of the date of the invoice. If costs in a quarter exceed \$4,000 CARPC will provide a memo with the invoice suggesting options to stay within the estimated annual cost range.

**Planning Staff and Hourly Rates:** The staff mostly likely to support the services described in this Agreement are listed below with hourly rates for 2026. Hourly rates are adjusted each year based on wage rates and CARPC’s annually-adopted Cost Allocation Plan.

- Jason Valerius, AICP – \$157.63
- Sean Higgins, AICP – \$134.43
- Matt Krempely, AICP - \$85.05

**Non-Discrimination:** During the term of this Agreement, the Parties agree to abide by their respective policies of non-discrimination and affirmative action. Further, the Parties agree that this agreement does not subject either party to the other’s jurisdiction for the determination of such matters.

**Limitation of Liability:** Notwithstanding anything to the contrary contained in this Agreement or provided for under any applicable law, in no event is CARPC liable in contract, tort (including negligence) or otherwise for any special, incidental, or consequential damages arising out of or relating to the services provided pursuant to this Agreement. To the fullest extent allowed by law, CARPC’s liability to

The Town or any other persons or entities is limited to the amounts received by CARPC in payment for the services rendered under the terms of this Agreement. Furthermore, nothing contained within this Agreement is intended to be a waiver or estoppel of CARPC or its insurer to rely upon the limitations, defenses, and immunities contained within the Wisconsin Statutes, including, without limitation, Wis.Stat. § 893.80.

**Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not affect the validity, legality, or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

**Indemnification:** To the fullest extent permitted by law, The Town agrees to save, indemnify, hold harmless CARPC, its officers, directors, employees, representatives, and agents from and against any claims, actions, proceedings, losses, judgments, penalties, fines, damages, liabilities, or costs and expenses (including reasonable attorneys' fees) based upon or arising out of The Town's usage of the Services provided by CARPC under this Agreement.

**Independent Contractor:** It is the intention of the parties that CARPC shall be an independent contractor in the performance of the work, and that nothing contained herein shall be construed to be inconsistent with CARPC's status as an independent contractor. It is understood that the fees or any other amounts The Town pays CARPC under this Agreement shall not be considered salary for pension purposes, and CARPC will not be entitled to any of the other fringe and supplemental benefits of The Town, nor will The Town withhold any social security (FICA) or similar contributions from CARPC's fee. CARPC is responsible for the payment of all payroll taxes or contributions to its personnel performing services hereunder and shall be liable for failure to do so.

**Governing Law; Jurisdiction.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Wisconsin, without regard to its conflict of laws rules.

**Dispute Resolution:** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such solution within a period of sixty (60) days, then, upon notice by either party to the other, all disputes, claims, questions, or differences shall be finally settled by litigation. Any action arising out of a dispute between the parties shall be brought in the state courts of Wisconsin located in Dane County. Each party submits to the jurisdiction and venue of these courts for purposes of such action, and each accepts service of process by first class mail, certified or registered.

**Entire Agreement:** This Agreement supersedes any previous agreement or undertakings. It may not be modified except in writing executed by both Parties.

**Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

IN WITNESS THEREOF, the Parties have caused this Agreement to be executed by individuals and officers duly authorized on the dates noted below.

**CAPITAL AREA REGIONAL PLANNING COMMISSION**

**TOWN OF SPRINGFIELD**

By: \_\_\_\_\_

By: \_\_\_\_\_

Jason Valerius  
Executive Director  
Capital Area Regional Planning Commission

David Laufenberg  
Town Chairperson  
Town of Springfield

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## AGREEMENT BETWEEN CITY OF STOUGHTON AND THE CAPITAL AREA REGIONAL PLANNING COMMISSION FOR GROWTH AREA AND BOUNDARY PLANNING ASSISTANCE SERVICES

**Parties:** This agreement (“Agreement”) is by and between the CITY OF STOUGHTON, 207 S. Forrest St., Stoughton, WI 53589, hereafter “CITY” and Capital Area Regional Planning Commission, 100 State St, Ste 400, Madison, WI 53703-2573, hereafter “CARPC” (each, a “Party” and collectively, the “Parties”).

**Term:** The term of this Agreement is June 1, 2026 (or date of signing) through June 1, 2027. This Agreement shall only be renewed by written agreement between the Parties. Either party may terminate this Agreement by providing the other party thirty (30) days written notice. In the event this Agreement is terminated, the CITY shall pay CARPC for any compensation earned, but that remains unpaid at the time of termination.

**Scope of Services:** CARPC will provide discussion support for meetings with adjacent towns, assistance with public meetings, and assistance with maps, illustrations and text for boundary agreement drafting, as described in Attachment A – Proposal to the City of Stoughton for Growth Area and Municipal Boundary Planning Assistance.

The following are additional services not included in this agreement. CARPC may be able to provide these services but an amendment or addendum to this agreement is required, signed by authorized representatives of each Party.

- Meeting scheduling coordination
- Additional sketch map revisions following Meeting 2
- Additional meetings in any of the project tasks
- Other services not specified in Attachment A

**Payment:** Total cost for the required elements to be provided by CARPC will not exceed \$14,100. CARPC will invoice the CITY quarterly for staff time on the project at the rate of \$120/hour, plus the actual cost of any direct costs such as mileage or printing. Payment from CITY to CARPC will be due within 30 days of the date of the invoice.

**Non-Discrimination:** During the term of this Agreement, the Parties agree to abide by their respective policies of non-discrimination and affirmative action. Further, the Parties agree that this agreement does not subject either party to the other’s jurisdiction for the determination of such matters.

**Limitation of Liability:** Notwithstanding anything to the contrary contained in this Agreement or provided for under any applicable law, in no event is CARPC liable in contract, tort (including negligence) or otherwise for any special, incidental, or consequential damages arising out of or relating to the

services provided pursuant to this Agreement. To the fullest extent allowed by law, CARPC's liability to CITY or any other persons or entities is limited to the amounts received by CARPC in payment for the services rendered under the terms of this Agreement. Furthermore, nothing contained within this Agreement is intended to be a waiver or estoppel of CARPC or its insurer to rely upon the limitations, defenses, and immunities contained within the Wisconsin Statutes, including, without limitation, Wis. Stat. § 893.80.

**Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not affect the validity, legality, or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

**Indemnification.** Each Party shall be responsible for its own acts, errors, omissions, and negligence and those of its officers, officials, employees, agents, representatives, and contractors. To the fullest extent permitted by law, each Party shall indemnify and hold harmless the other Party and its officers, officials, employees, agents, and representatives from claims, damages, liabilities, losses, costs, and expenses, including reasonable attorneys' fees, to the extent caused by the indemnifying Party's negligent acts or omissions, willful misconduct, or breach of this Agreement. Nothing in this Agreement shall require either Party to indemnify the other Party for the other Party's own negligence or misconduct, and nothing in this Agreement waives any applicable immunity, defense, limitation of liability, or damages cap, including those available under Wis. Stat. § 893.80.

**Independent Contractor:** It is the intention of the parties that CARPC shall be an independent contractor in the performance of the work, and that nothing contained herein shall be construed to be inconsistent with CARPC's status as an independent contractor. It is understood that the fees or any other amounts CITY pays CARPC under this Agreement shall not be considered salary for pension purposes, and CARPC will not be entitled to any of the other fringe and supplemental benefits of CITY, nor will CITY withhold any social security (FICA) or similar contributions from CARPC's fee. CARPC is responsible for the payment of all payroll taxes or contributions to its personnel performing services hereunder and shall be liable for failure to do so.

**Insurance.** CARPC shall carry and maintain at its sole cost and expense for the term of this Agreement, insurance policies with the following coverage and minimum limits:

- (a) Worker's Compensation and employer's liability insurance, only to the extent required by applicable federal, state, or local law.
- (b) Professional liability insurance coverage of at least \$1 million.

**Designated CITY Officials.** CARPC shall only perform services authorized by the City Director of Planning and Development or the City Mayor. The CITY may change the designated officials by providing written notice to CARPC from either the City Director of Planning and Development or the City Mayor that modifies the designated CITY officials.

**Governing Law; Jurisdiction.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Wisconsin, without regard to its conflict of laws rules.

**Dispute Resolution:** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such solution within a period of sixty (60) days, then, upon notice by either party to the other, all disputes, claims, questions, or differences shall be finally settled by litigation. Any action arising out of a dispute between the parties shall be brought in the state courts of Wisconsin located in Dane County. Each party submits to the jurisdiction and venue of these courts for purposes of such action, and each accepts service of process by first class mail, certified or registered.

**Entire Agreement:** This Agreement supersedes any previous agreement or undertakings. It may not be modified except in writing executed by both Parties.

**Notices.** Any and all notices required to be given under this Agreement shall be given in writing and shall be deemed to have been validly given if delivered by hand, certified or registered mail (return receipt requested), or by Federal Express or another nationally recognized carrier services. Notices shall be sent to the following addresses:

If to City:

City Clerk

207 S. Forest Street

Stoughton, WI 53589

If to CARPC:

Jason Valerius

100 State St, Ste 400

Madison, WI 53703

**Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

IN WITNESS THEREOF, the Parties have caused this Agreement to be executed by individuals and officers duly authorized on the dates noted below.

**CAPITAL AREA REGIONAL PLANNING COMMISSION**

**CITY OF STOUGHTON**

By: \_\_\_\_\_

By: \_\_\_\_\_

Jason Valerius

Name: \_\_\_\_\_

Executive Director

Title: \_\_\_\_\_

Capital Area Regional Planning Commission

City of Stoughton

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## AGREEMENT BETWEEN THE CITY OF SUN PRAIRIE AND THE CAPITAL AREA REGIONAL PLANNING COMMISSION FOR MAPPING AND DATA SERVICES

**Parties:** This agreement (“Agreement”) is by and between the City of Sun Prairie, 300 E Main Street, Sun Prairie, WI 53590, hereafter “the City” and Capital Area Regional Planning Commission, 100 State St, Ste 400, Madison, WI 53703-2573, hereafter “CARPC” (each, a “Party” and collectively, the “Parties”).

**Term:** The term of this Agreement is June 15, 2026, through December 31, 2026. This Agreement shall only be renewed by written agreement between the Parties.

### Scope of Services:

CARPC will develop an online, interactive dashboard that displays key housing metrics for the City of Sun Prairie. The dashboard will enable the public and decision makers to view, analyze, and inspect data derived from City of Sun Prairie sources and develop a shared understanding of local housing trends. Where possible, these data will be presented both spatially and temporally to identify trends across both dimensions.

CARPC staff will train Sun Prairie staff on the performance of data updates and maintenance, with the understanding that Sun Prairie staff will be responsible for maintaining current data moving forward.

CARPC staff will remain available for support and provide infrastructural maintenance as needed to maintain product functionality, up to 8 hours per year.

An outline of deliverables is included in **Attachment A**.

### Additional Services Not Included in this Agreement:

- Additional Meetings.
- Data cleaning and preparation.
- Dashboard updates and revisions requiring more than 8 hours per year.
- Data updates.

**Payment:** Total cost for the required elements to be provided by CARPC will not exceed \$6,750.00. CARPC will invoice the City quarterly for the actual hourly salary plus fringe and indirect costs. Payment from the City to CARPC will be due within 30 days of the date of the invoice. A more detailed description of the cost of services is outlined in **Attachment A**.

**Non-Discrimination:** During the term of this Agreement, the Parties agree to abide by their respective policies of non-discrimination and affirmative action. Further, the Parties agree that this agreement does not subject either party to the other’s jurisdiction for the determination of such matters.

**Limitation of Liability:** Notwithstanding anything to the contrary contained in this Agreement or provided for under any applicable law, in no event is CARPC liable in contract, tort (including negligence) or otherwise for any special, incidental, or consequential damages arising out of or relating to the services provided pursuant to this Agreement. To the fullest extent allowed by law, CARPC's liability to the City or any other persons or entities is limited to the amounts received by CARPC in payment for the services rendered under the terms of this Agreement. Furthermore, nothing contained within this Agreement is intended to be a waiver or estoppel of CARPC or its insurer to rely upon the limitations, defenses, and immunities contained within the Wisconsin Statutes, including, without limitation, Wis.Stat. § 893.80.

**Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not affect the validity, legality, or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

**Indemnification:** To the fullest extent permitted by law, the City agrees to save, indemnify, hold harmless CARPC, its officers, directors, employees, representatives, and agents from and against any claims, actions, proceedings, losses, judgments, penalties, fines, damages, liabilities, or costs and expenses (including reasonable attorneys' fees) based upon or arising out of the City's usage of the Services provided by CARPC under this Agreement.

**Independent Contractor:** It is the intention of the parties that CARPC shall be an independent contractor in the performance of the work, and that nothing contained herein shall be construed to be inconsistent with CARPC's status as an independent contractor. It is understood that the fees or any other amounts the City pays CARPC under this Agreement shall not be considered salary for pension purposes, and CARPC will not be entitled to any of the other fringe and supplemental benefits of the City, nor will the City withhold any social security (FICA) or similar contributions from CARPC's fee. CARPC is responsible for the payment of all payroll taxes or contributions to its personnel performing services hereunder and shall be liable for failure to do so.

**Governing Law; Jurisdiction.** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Wisconsin, without regard to its conflict of laws rules.

**Dispute Resolution:** In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they do not reach such solution within a period of sixty (60) days, then, upon notice by either party to the other, all disputes, claims, questions, or differences shall be finally settled by litigation. Any action arising out of a dispute between the parties shall be brought in the state courts of Wisconsin located in Dane County. Each party submits to the jurisdiction and venue of these courts for purposes of such action, and each accepts service of process by first class mail, certified or registered.

**Entire Agreement:** This Agreement supersedes any previous agreement or undertakings. It may not be

modified except in writing executed by both Parties.

**Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

IN WITNESS THEREOF, the Parties have caused this Agreement to be executed by individuals and officers duly authorized on the dates noted below.

**CAPITAL AREA REGIONAL PLANNING COMMISSION**

**CITY OF SUN PRAIRIE**

By: \_\_\_\_\_

By: \_\_\_\_\_

Jason Valerius

Name:

Executive Director

Title:

Capital Area Regional Planning Commission

City of Sun Prairie

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Re: CARPC Resolution 2026-11, Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans (*actionable item*)****Requested Action:**

Motion to adopt Resolution 2026-11.

**Background:**

CARPC conducts reviews of various development plans for conformance with the [Dane County Water Quality Plan](#) (DCWQP) in accordance with certain statutory provisions and permitting requirements. These reviews can be categorized into the following: sewer extension reviews ('208' reviews), facility plan reviews, Environmental Corridor reviews, and MMSD Annexation reviews.

Since 2008, fees have been charged directly to the applicant for sewer extension reviews and were originally based on the acreage of the development. In 2018, [Resolution 2018-04](#) enacted a fixed fee structure based on typical costs of completing the review for each of the types of reviews provided, regardless of the size of the development, to more accurately and equitably cover costs. Fees have not been updated since 2018 and have now resulted in a budget shortfall of approximately \$22,000 each of the past two (2) years for the review of sewer extensions. Fees are currently not charged for facility plan reviews, Environmental Corridor reviews, or MMSD Annexation reviews. Review of facility plans has resulted in a budget shortfall of approximately \$1,000 each of the past two (2) years.

**Staff Comments:**

Staff prepared a detailed analysis of costs to conduct reviews versus revenues from review fees using actual data from recent years. The attached report summarizes the analysis and alternatives considered. A presentation was provided at the May 14, 2026, Commission meeting describing the analysis and recommendations. Staff are recommending the following general fee proposals (see attached Resolution for all details):

1. Increase fees for sewer extension reviews to match actual costs (on annual average basis), with annual increases commensurate with staff billing rate increases
2. Implement a fixed fee for facility plan reviews, with annual increases commensurate with staff billing rate increases

**Attachments:**

1. Resolution 2026-11

**Staff Contact:**

Nick Bower  
Senior Environmental Engineer/Water Quality Planning Director  
[NickB@CapitalAreaRPC.org](mailto:NickB@CapitalAreaRPC.org)  
608 474 6019

**Next Steps:**

Implement new fees beginning September 1, 2026.



## CARPC Resolution No. 2026-11

### Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans

WHEREAS, the Capital Area Regional Planning Commission (CARPC) is a regional planning commission duly created by Executive Order of Governor Jim Doyle in 2007 under Wis. Stats. § 66.0309; and

WHEREAS, CARPC is authorized to carry out a range of planning activities, pursuant to Wis. Stat. §66.0309(8), and contracts with the Wisconsin Department of Natural Resources (DNR) to conduct areawide water quality management planning for the Dane County region; and

WHEREAS, the *Dane County Water Quality Plan (DCWQP)* is the approved areawide water quality management plan for the Dane County region, first adopted in 1979 and since amended from time to time by recommendation of CARPC and approval by Wisconsin DNR; and

WHEREAS, as part of its areawide water quality management planning work, CARPC conducts reviews of sewer extension projects and facility plans for conformance with the DCWQP pursuant to Chapter NR 110 and SPS 382 Wis. Adm. Code; and

WHEREAS, CARPC has implemented sanitary sewer extension review fees since 2008, last updated in 2018, and currently does not charge for facility plan reviews; and

WHEREAS, CARPC has analyzed the costs to conduct reviews versus revenues from fees charged to the applicant using actual data from recent years and determined that increases in fees are necessary to cover the cost of reviews given the increases in direct and indirect costs since 2018; and

WHEREAS, CARPC adopted Resolution No. 2018-04 on July 12, 2018, which established the existing fee policy applicable to sewer extension reviews, and which shall be replaced in full by the proposed fee policy contained herein; and

WHEREAS, a public hearing was held on June 11, 2026, to take testimony from the public regarding this fee policy.

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby adopts the following fee policy and associated provisions for conformance reviews of sewer extensions and facility plans, to be effective starting September 1, 2026:

#### General Provisions:

1. All sewer extension projects and facility plans requiring conformance with the *Dane County Water Quality Plan* will be reviewed by CARPC staff and subject to the fees described in the following sections.

2. Upon completion of the review (generally at the time of issuance of a water quality management conformance review letter, or '208' letter), the Applicant will be invoiced according to the fee schedules listed below for Sewer Extensions or Facility Plans.
3. The type of fee assessed will be determined by CARPC staff based on the type of review which has been provided.
4. The assessment of review fees for revisions or resubmittals of a project (after issuance of a letter and fee assessment), will be made at the discretion of CARPC staff based on the extent of additional review required.
5. The Applicant is responsible for paying all invoices issued, regardless of whether payment has been delegated to another party, and regardless of whether the review has resulted in a successful determination of compliance with the DCWQP.
6. The fee amounts, including annual increases, are intended to cover the cost of review, on an average annual basis, excluding the review of projects that consist solely of sewer reconstruction and are not adding new loading or changing the service area.
7. Annual increases in fees will go into effect each year on January 1 (not requiring action of the Commission); increases will be based on a multiplier corresponding to adjustments in billing rates for personnel whose primary job responsibilities include conformance reviews (this shall include (1) entry level rate and (1) senior level rate); fees will be rounded.
8. Current fees will be published on the CARPC website each calendar year.
9. These policies and fee schedules may be reviewed and updated periodically, but not more than once every year, by action of the Commission.

#### Sewer Extension Reviews:

1. Applicants will be charged a review fee according to the following schedule, beginning September 1, 2026. Fees in future years will be adjusted based on CARPC staff billing rates effective for that year.
  - Reconstruction Only Review = \$0
  - Base Review = \$450
  - Base + Environmental Features Review = \$800
  - Base + Stormwater Plan Review = \$1,300
  - Base + Stormwater Plan + Environmental Features Review = \$1,800

#### Facility Plan Reviews:

1. Applicants will be charged a review fee according to the following schedule:
  - Base Review = \$350

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Date Adopted

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David Pfeiffer, Chairperson

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Cynthia Richson, Secretary

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**Re: Acknowledgement of Receipt – April 2026 Financial Management Report (*actionable item*)****Requested Action:**

Motion to acknowledge receipt of April 2026 Financial Management Report

**Background:**

Continuous process improvement is the goal of the Agency regarding its financial systems, policies and procedures.

Each month the Administrative Services Manager prepares a full financial packet for review by the Executive Director and Commission Treasurer, who each sign off on the packet when they are satisfied that it is an acceptable representation of the Commission's fiscal condition.

The Executive Committee and Commission then receive copies of the Management Report supplied by Berndt CPAs for review at the monthly meetings.

**Staff Comments:**

Requests for additional financial information or reports may be directed to the Administrative Services Manager.

**Attachments:**

1. April 2026 Financial Management Report

**Staff Contact:**

Matt Kozlowski  
Administrative Services Manager  
[MatthewKoz@CapitalAreaRPC.org](mailto:MatthewKoz@CapitalAreaRPC.org)  
(608) 474-6017

**Next Steps:**

Continual improvements to CARPC financial systems, policies, and procedures.

# Management Report

Capital Area Regional Planning Commission  
For the period ended April 30, 2026



DRAFT

Prepared by  
Berndt CPA

Prepared on  
May 29, 2026

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## Notes to the Monthly Financial Statements

To Capital Area Regional Planning Commission,

Provided is some additional context regarding the deferred revenue and related activity for the month of April 2026.

Deferred revenue represents funds that have been invoiced or received in advance for services that have not yet been performed. It also includes contracts or related grants established at the beginning of the year, or early in the year, that relate to work performed throughout the year and are invoiced periodically. These amounts are recognized as revenue over time to more accurately align associated expenses with the related revenue.

For April, \$143,511 was recognized from deferred revenue related to contracts established at the beginning of the year. An additional \$11,918 represents new invoiced revenue generated from current work not associated with deferred revenue.

As of April month-end, the balance in account 3600 – Deferred Revenue is at \$697,343 per knowledge of remaining balances of current contracts and received donations and taxes.

April's financials currently do not reflect any audit adjustments that may occur related to year end 2025. After the audit, finalized financials for this period will be released to include those adjustments.

Sincerely,  
Berndt CPA, LLC

**Capital Area Regional Planning Commission**  
**Statement of Financial Position**  
As of April 30, 2026

	<b>Total</b>	
	<b>As of Apr 30, 2026</b>	<b>As of Mar 31, 2026 (PP)</b>
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
1000 OPERATING ACCOUNT	6,384	110,069
1001 MONEY MARKET ACCOUNT	68,088	68,084
1002 INVESTMENT ACCOUNT	794,007	791,608
1050 SUMMIT OPERATING ACCOUNT	10,432	
1051 SUMMIT SAVINGS ACCOUNT	1	
1055 SUMMIT MONEY MARKET	1	
<b>Total Bank Accounts</b>	<b>878,913</b>	<b>969,761</b>
Accounts Receivable		
1105 PROJECT AND GRANTS REC	180,467	207,202
<b>Total Accounts Receivable</b>	<b>180,467</b>	<b>207,202</b>
Other Current Assets		
1110 UNBILLED ACCOUNTS RECEIVABLE	532,119	496,050
1150 PREPAID EXPENSES	-	-
1152 PREPAID DENTAL INSURANCE	-	1,281
1153 PREPAID HEALTH INSURANCE	29,869	18,971
1154 PREPAID DISABILITY INSURANCE	121	75
1156 PREPAID LIFE INSURANCE	-	(93)
1157 PREPAID PARKING	171	171
1165 PREPAID LICENSES	5,010	5,636
<b>Total 1150 PREPAID EXPENSES</b>	<b>35,170</b>	<b>26,041</b>
1170 UNDEPOSITED FUNDS	17,772	8,281
<b>Total Other Current Assets</b>	<b>585,061</b>	<b>530,371</b>
<b>Total Current Assets</b>	<b>1,644,441</b>	<b>1,707,334</b>
Fixed Assets		
1200 FURNITURE AND EQUIPMENT	7,172	7,172
1201 ACCUMULATED DEPRECIATION-FURNITURE/EQUIPMENT	(7,172)	(7,172)
<b>Total 1200 FURNITURE AND EQUIPMENT</b>	<b>-</b>	<b>-</b>
1210 RIGHT OF USE ASSET	6,077	6,077
1211 ACCUMULATED AMORTIZATION	(3,629)	(3,595)
<b>Total Fixed Assets</b>	<b>2,447</b>	<b>2,481</b>
<b>TOTAL ASSETS</b>	<b>1,646,889</b>	<b>1,709,815</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
3000 ACCOUNTS PAYABLE	54,758	3,094
<b>Total Accounts Payable</b>	<b>54,758</b>	<b>3,094</b>
Credit Cards		
3002 PARK BANK CREDIT CARD	-	-
3003 CREDIT CARD	4,784	1,642
<b>Total 3002 PARK BANK CREDIT CARD</b>	<b>4,784</b>	<b>1,642</b>
Total Credit Cards	<b>4,784</b>	<b>1,642</b>

Other Current Liabilities		
3005 ACCRUED PAYROLL	16,086	45,626
3010 ACCRUED COOP WATER RESOURCE MONITORING	17,050	51,150
3015 ACCRUED PREPAID LIABILITIES	31,526	1,864
3202 WRS PENSION PLAN	17,082	11,051
3206 WI DEFERRED COMPENSATION PROGRAM	1,305	-
3300 UNUSED VACATION, WELLNESS	70,475	58,849
3500 SICK LEAVE ACCRUAL PAY	109,422	104,149
3600 DEFERRED/UNEARNED REVENUE	697,343	775,103
3655 INVEST IN RIGHT OF USE	2,987	2,987
<b>Total Other Current Liabilities</b>	<b>963,276</b>	<b>1,050,781</b>
<b>Total Current Liabilities</b>	<b>1,022,818</b>	<b>1,055,516</b>
<b>Total Liabilities</b>	<b>1,022,818</b>	<b>1,055,516</b>
Equity		
3700 PRIOR YEAR BALANCE	(181,416)	(181,416)
3701 PRIOR YEAR FUND BALANCE	908,395	908,395
3702 CURRENT FUND BALANCE	200	200
Net Revenue	(103,109)	(72,880)
<b>Total Equity</b>	<b>624,070</b>	<b>654,299</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>1,646,889</b>	<b>1,709,815</b>

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**Capital Area Regional Planning Commission**  
**Budget vs. Actuals: Statement of Activity**  
For the month of April- Budget Vs Actuals 4 Months Ended

	Total			
	Monthly Actual	Actual Year to Date	Annual Budget	% of Annual Budget
<b>Revenue</b>				
5000 PROPERTY TAX REVENUE	-	-	-	
5001 DANE COUNTY PROP TAX-OTH	96,747	386,986	1,160,959	33.33%
<b>Total 5000 PROPERTY TAX REVENUE</b>	<b>96,747</b>	<b>386,986</b>	<b>1,160,959</b>	<b>33.33%</b>
5100 STATE/FEDERAL GRANTS	-	-	-	
5101 EPA/DNR WATER PLANNING	9,917	39,667	134,000	29.60%
5102 EPA/DNR GRANT FUNDS	2,877	2,877	-	
5103 WEM/FEMA/HMGP GRANT FUNDS	13,027	52,089	125,000	41.67%
5104 WisDOT PLAN INTEGRATION	1,046	5,438	5,457	99.66%
<b>Total 5100 STATE/FEDERAL GRANTS</b>	<b>26,866</b>	<b>100,071</b>	<b>264,457</b>	<b>37.84%</b>
5150 OTHER GRANTS	5,000	15,000	-	
<b>5200 PASS THROUGH REVENUE</b>	-	-	-	
5201 WisDOT RURAL WORK PROGRAM	-	2,009	7,093	28.33%
5220 COOP WATER RESOURCE MONITORING	8,563	24,000	68,200	35.19%
<b>Total 5200 PASS THROUGH REVENUE</b>	<b>8,563</b>	<b>26,009</b>	<b>75,293</b>	<b>34.54%</b>
5300 FEES REVENUE	-	-	-	
5301 FEES - SEWER EXTENSIONS	4,400	12,600	45,000	28.00%
5302 FEES - USA/LSA APP REVIEW	-	2,378	65,000	3.66%
<b>Total 5300 FEES REVENUE</b>	<b>4,400</b>	<b>14,978</b>	<b>110,000</b>	<b>13.62%</b>
5400 SERVICES REVENUE	-	-	-	
5401 LOCAL & REGIONAL PLAN ASSISTANCE	5,091	20,681	140,000	14.77%
<b>Total 5400 SERVICES REVENUE</b>	<b>5,091</b>	<b>20,681</b>	<b>140,000</b>	<b>14.77%</b>
5500 OTHER REVENUE	-	-	-	
5208 LAND USE CODE ASSESSMENT	-	-	-	
5501 INTEREST INCOME	2,403	7,582	32,000	23.69%
5502 MISCELLANEOUS REVENUES	9	27	3,123	0.86%
5505 WI SALT WISE	6,350	27,165	140,000	19.40%
<b>Total 5500 OTHER REVENUE</b>	<b>8,762</b>	<b>34,774</b>	<b>175,123</b>	<b>19.86%</b>
7000 REVENUE REFUNDS	-	-	-	
<b>Total Revenue</b>	<b>155,429</b>	<b>598,500</b>	<b>1,925,832</b>	<b>31.08%</b>
<b>Gross Profit</b>	<b>155,429</b>	<b>598,500</b>	<b>1,925,832</b>	<b>31.08%</b>
<b>Expenditures</b>				
6000 SALARIES AND LEAVE TIME	-	-	-	
6001 DIRECT SALARIES & WAGES	75,230	288,696	903,822	31.94%
6002 COMPENSATED LEAVE TIME	35,034	110,978	198,400	55.94%
<b>Total 6000 SALARIES AND LEAVE TIME</b>	<b>110,264</b>	<b>399,674</b>	<b>1,102,222</b>	<b>36.26%</b>
6050 FRINGE BENEFITS	-	-	-	
6051 FICA BENEFITS	9,317	27,719	82,115	33.76%
6052 LIFE INSURANCE	24	(87)	309	-28.30%
6053 HEALTH INSURANCE	17,895	98,345	329,364	29.86%
6054 DENTAL INSURANCE	1,074	4,294	15,369	27.94%
6055 WRS-ER CONTRIBUTION	8,541	25,645	73,440	34.92%
6056 DISABILITY INSURANCE	-	-	534	0.00%
6057 COMMUTE CARDS	189	750	200	375.03%
6058 UNEMPLOYMENT	6	504	1,000	50.40%

6059 WORKER'S COMPENSATION	-	-	2,771	0.00%
<b>Total 6050 FRINGE BENEFITS</b>	<b>37,045</b>	<b>157,169</b>	<b>505,102</b>	<b>31.12%</b>
6100 OCCUPANCY	-	-	-	
6101 RENT	4,382	17,530	51,833	33.82%
<b>Total 6100 OCCUPANCY</b>	<b>4,382</b>	<b>17,530</b>	<b>51,833</b>	<b>33.82%</b>
6200 CONTRACTED SERVICES	-	-	-	
6201 EXTERNAL PROGRAMS	2,150	2,150	-	
6202 LEGAL SERVICES	-	3,018	6,000	50.30%
6203 COMMISSION OPERATIONS	-	-	21,000	0.00%
6204 MARKETING AND COMMUNICATIONS	-	2,991	-	
<b>Total 6200 CONTRACTED SERVICES</b>	<b>2,150</b>	<b>8,159</b>	<b>27,000</b>	<b>30.22%</b>
6300 FINANCIAL SERVICES	-	-	-	
6301 AUDIT	5,350	5,350	15,435	34.66%
6302 PAYROLL FEES	672	2,898	5,250	55.20%
6303 FINANCIAL SERVICES	-	7,945	42,000	18.92%
<b>Total 6300 FINANCIAL SERVICES</b>	<b>6,022</b>	<b>16,193</b>	<b>62,685</b>	<b>25.83%</b>
6400 TRAVEL AND TRAINING	-	-	-	
6401 EMPLOYEE TRAVEL	887	3,325	13,349	24.91%
6402 MEALS	-	88	907	9.70%
6403 CONFERENCES & MEETINGS	44	1,466	9,638	15.21%
6404 TRAINING	-	-	3,000	0.00%
<b>Total 6400 TRAVEL AND TRAINING</b>	<b>931</b>	<b>4,879</b>	<b>26,894</b>	<b>18.14%</b>
6500 OFFICE EXPENSES	-	-	-	
6501 SUPPLIES	3,701	4,173	3,860	108.10%
6502 PRINTING	64	282	1,558	18.12%
6503 POSTAGE	-	28	105	26.55%
6504 EQUIPMENT	881	984	8,925	11.02%
6505 TELEPHONE	165	660	1,500	44.00%
6506 ADMINISTRATIVE FEES	6	35	442	7.98%
6902 CONTRIBUTIONS & DONATIONS	-	-	2,500	0.00%
<b>Total 6500 OFFICE EXPENSES</b>	<b>4,818</b>	<b>6,162</b>	<b>18,890</b>	<b>32.62%</b>
6600 INFORMATION TECHNOLOGY	-	-	-	
6601 WEBHOSTING	-	213	368	57.93%
6602 SOFTWARE	1,056	5,475	17,220	31.79%
6603 IT SERVICES	548	2,193	8,000	27.41%
<b>Total 6600 INFORMATION TECHNOLOGY</b>	<b>1,604</b>	<b>7,881</b>	<b>25,588</b>	<b>30.80%</b>
6700 COMMISSION	-	-	-	
6701 COMMISSION PER DIEMS	350	1,550	8,000	19.38%
6702 COMMISSION TRAVEL	-	91	840	10.82%
<b>Total 6700 COMMISSION</b>	<b>350</b>	<b>1,641</b>	<b>8,840</b>	<b>18.56%</b>
6800 PASS THROUGH EXPENSES	-	-	-	
6801 WATER RESOURCE MONITORING	17,050	68,200	68,200	100.00%
6802 WisDOT PLANNING SERVICES	-	2,009	5,457	36.82%
<b>Total 6800 PASS THROUGH EXPENSES</b>	<b>17,050</b>	<b>70,209</b>	<b>73,657</b>	<b>95.32%</b>
6900 OTHER	-	-	-	
6901 DUES/MEMBERSHIPS/SUBSCRIPTIONS	727	2,654	7,186	36.94%
6903 EDUCATION/INFO/OUTREACH	280	1,807	1,500	120.48%
6904 RECRUITMENT	-	150	1,050	14.29%
6905 INSURANCE	-	7,366	4,709	156.42%
6906 DEPRECIATION	-	-	-	
6907 AMORITIZATION EXPENSE	34	135	608	22.21%
<b>Total 6900 OTHER</b>	<b>1,041</b>	<b>12,113</b>	<b>15,053</b>	<b>80.47%</b>
Uncategorized Expense	-	-	-	

**Total Expenditures**  
**Net Operating Revenue**  
**Net Revenue**

<b>185,657</b>	<b>701,609</b>	<b>1,917,764</b>	<b>36.58%</b>
<b>(30,229)</b>	<b>(103,109)</b>	<b>8,068</b>	<b>-1278.00%</b>
<b>(30,229)</b>	<b>(103,109)</b>	<b>8,068</b>	<b>-1278.00%</b>

DRAFT

**Capital Area Regional Planning Commission**  
**A/R Aging Summary**  
**As of April 30, 2026**

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Ayers Associates, Inc.					1,000	1,000
City of Altoona			1,000			1,000
City of Evansville						0
245402 - Evansville Bike-Ped Plan	2,546					2,546
<b>Total City of Evansville</b>	<b>\$ 2,546</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,546</b>
City of Madison Engineering Division	1,200					1,200
D'Onofrio Kottke and Associates	400					400
Dane County Land Conservation					85,075	85,075
Department of Planning, Community and Economic Development					2,869	2,869
Dodge County Highway Department					1,500	1,500
Homburg Contractors, Inc.					400	400
Jewell Associates Engineers, Inc.					400	400
JSD PROFESSIONAL SER					800	800
MSA Professional Services, Inc.			400		1,600	2,000
Outagamie County Highway					500	500
PINNACLE ENGINEERING					400	400
Snyder & Associates, Inc.	1,000					1,000
Strand Associates, Inc	400					400
Town of Sun Prairie	33					33
VANDE HEY					800	800
Vierbicher			600		800	1,400
Village of Black Earth					8,000	8,000
Village of Deforest					3,070	3,070
WI Department of Military Affairs						0
Division of Emergency Management		19,497				19,497
<b>Total WI Department of Military Affairs</b>	<b>\$ -</b>	<b>\$ 19,497</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,497</b>
WI Department of Natural Resources					14,090	14,090
100 - Water Quality Management Planning	23,900					23,900
231403 - Starkweather Creek Water Quality Monitoring	2,877					2,877
251402 - Update to DCWQP Summary Plan Update	2,910					2,910
<b>Total WI Department of Natural Resources</b>	<b>\$ 29,687</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,090</b>	<b>\$ 43,777</b>
Wyser Engineering, LLC	1,000				1,400	2,400
<b>TOTAL</b>	<b>\$ 36,266</b>	<b>\$ 19,497</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 122,704</b>	<b>\$ 180,467</b>

**Re: CARPC Resolution 2026-12, Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Policies and Criteria for Environmental Corridors* (actionable item)**

**Requested Action:**

Motion to adopt CARPC Resolution 2026-12.

**Background:**

CARPC conducts water quality management planning in our region under a contractual agreement with the WDNR. Environmental Corridors (EC) are a key component of the *Dane County Water Quality Plan* and are mapped within designated Sewer Service Areas in our region. The existing [Environmental Corridors Policies and Criteria](#) (Policies and Criteria) were adopted in 2008 as part of the *Dane County Water Quality Plan*. These policies set requirements and guide the implementation of Environmental Corridors. The corresponding Environmental Corridors report, a technical appendix of the *Dane County Water Quality Plan*, was revised and adopted in 2025. Since this time, staff have completed a comprehensive analysis of the existing policies, drafted an updated policy document (attached), and consulted with Wisconsin DNR Water Quality staff, subject matter experts, and focus groups representing partners, regulated municipalities and land developers to further refine policy revisions.

Staff gave a detailed presentation of Environmental Corridors and the proposed policies at the April 9<sup>th</sup> meeting of the Commission. A recording of this meeting is available at this link (presentation begins at ~6:14 mm:ss): [CARPC Recording](#). A public hearing was held at the May 14<sup>th</sup> meeting of the Commission. A recording of this meeting is available at this link (presentation begins at ~07:04 mm:ss): [CARPC Recording](#).

**Staff Comments:**

In general, these updates seek to clarify requirements, align policy with historical intent and implementation, and add new protections based on new information and stakeholder input.

**Attachments:**

1. Updated Policies and Criteria (clean)
2. Updated Policies and Criteria (redlined)
3. Record of Stakeholder Input
4. Resolution 2026-12

**Staff Contact:**

Melissa Michaud  
Environmental Resources Planner  
[MelissaM@capitalareaprc.org](mailto:MelissaM@capitalareaprc.org)  
608-474-6020

**Next Steps:**

Assuming Adoption, staff will send to DNR for review and approval.

# Policies and Criteria for Environmental Corridors

## Dane County Water Quality Plan

### Capital Area Regional Planning Commission

(DRAFT June 2, 2026)

## Contents

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## SECTION 1 GENERAL

As defined in the [Dane County Water Quality Plan \(DCWQP\)](#), **Environmental Corridors** are a network of open space and natural areas in places that are otherwise urbanized or planned for urban development. These corridors include environmentally sensitive lands, natural and cultural resources requiring protection from disturbance and development, and lands needed for open space, stormwater management, and recreational use.

The [Environmental Corridors Report](#) identifies seven open space functions of Environmental Corridors: protection of resources and critical environmental processes; protection of public health, safety and property; outdoor recreation and education; scenic beauty; protection of archeological and geological resources; stormwater management; and climate resilience.

Pursuant to [Wis. Admin. Code § NR 121.05\(1\)\(g\)2.c.](#), certain lands must be excluded from development that requires waste treatment systems "because of the potential for adverse impacts on the quality of the waters of the state." The features to be considered for protection "include but are not limited to wetlands, shorelands, floodways and floodplains, steep slopes, highly erodible soils and other limiting soil types, groundwater recharge areas, and other such physical constraints." Environmental Corridors also connect and protect other features that advance local and regional interests, such as archeological sites, sensitive habitats, and public parks. The *Policies and Criteria for Environmental Corridors* (this document; hereinafter, these *Polices and Criteria*) sets requirements and guides the implementation of Environmental Corridors.

## SECTION 2 DEFINITIONS

### **(i) Constructed Drainageway**

A watercourse constructed to carry water flows typically characterized by a clearly defined channel bottom with a consistent slope and uniform side slopes; for the purposes of these *Policies and Criteria*, a naturally occurring watercourse which has been altered is not included in this definition and would retain its original stream classification (i.e., perennial, intermittent, or ephemeral).

### **(ii) Ephemeral Stream**

A stream with flow only in response to precipitation events (rainfall or snowmelt) and typically characterized by a lack of features found in perennial and intermittent streams and having physical characteristics more closely matching the surrounding upland landscape.

### **(iii) High-Quality Woodlands**

Woodlands that retain a high proportion of native vegetation, typically characterized by the presence of mature canopy trees. These systems maintain intact ecological structure and processes, support high levels of biodiversity, and exhibit largely undisturbed soil conditions, having avoided plowing, intensive grazing, and other forms of significant degradation.

### **(iv) Intermittent Stream**

A stream with seasonal flow (i.e., water flows continuously during wetter parts of the year but is typically dry during drier parts of the year) with flow sourced from continual precipitation patterns (rainfall or snowmelt) and upstream flows or when groundwater is sufficiently high to provide base flow and typically characterized by a well-defined channel often containing riffles/pools, evidence of ongoing scour such as exposure of rock, gravel, or sand in the channel bottom, and likely hydric soils. Presence of aquatic species would indicate it is an intermittent or perennial stream.

### **(v) Ordinary High Water Mark (OHWM)**

As defined by WDNR<sup>1</sup>, the point on the bank or shore of a waterway up to which the presence and action of the water is so continuous as to leave a distinct mark either by erosion, destruction of terrestrial vegetation, or other easily recognized characteristics. In lieu of an available OHWM, the top of bank can be used for purposes of defining setbacks and Environmental Corridors.

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<sup>1</sup> See WDNR [Navigability and Ordinary High Water Mark Determinations](#) webpage

**(vi) Perennial Stream**

A stream with continuous year-round flow in at least a portion of the streambed, under normal climactic conditions, with flow sourced from upstream waters and/or base flow (groundwater discharge into the stream) and typically characterized by a well-defined channel often containing riffles/pools, and with a clear distinction between limits of water flow and vegetation growth.

**(vii) Riparian**

Describes the area along the edge of a water body (i.e., streams, lakes, ponds) or wetland subject to these *Policies and Criteria*. If a [steep slope](#) or woodland starts within the riparian area and extends beyond it, the entirety of that feature is considered riparian, terminating either 300 feet from the water body or wetland edge or at the point where runoff no longer flows directly to that waterbody or wetland, whichever is less.

**(viii) Sewer Service Areas (SSA)**

Planning areas identified in the *DCWQP* which include existing (sanitary) sewer service areas and adjacent land most suitable for new development, as well as environmentally sensitive areas where development would have an adverse impact upon water quality. In the Dane County region, sewer service areas have historically been further defined as either Urban Service Areas or Limited Service Areas.

**(ix) Steep Slopes**

Slopes having a 12% or greater gradient in the glaciated portions of the county; or having a 20% or greater gradient in the driftless<sup>2</sup> portion of the county.

**(x) Vegetated Buffer**

A vegetated area along a wetland or water body that serves to protect water quality and other ecosystem processes by filtering pollutants, preferably containing native<sup>3</sup> vegetation appropriate for local conditions.

## SECTION 3 IMPLEMENTATION

These *Policies and Criteria* apply to all sewer service areas identified in the *DCWQP*. Environmental Corridors are mapped for all sewer service areas within Dane County. Mapping is for visual reference only and may not reflect the most accurate information available; always consult with CARPC staff for verification of accuracy of Environmental Corridor mapping.

Environmental Corridor boundaries are continually revised and updated by CARPC staff based on best-available information. Review and adjustments typically occur during sewer service area amendments and sewer extension reviews, or at any other time with support of the local unit of government. Specific lands within a sewer service area (SSA) may be subject to differing requirements identified within the approval of that SSA amendment area which supersede these *Policies and Criteria*.

These *Policies and Criteria* set the regional expectations for lands to be protected from urban development. Local units of government are encouraged to use this land and water protection tool to

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<sup>2</sup> See WGNHS [Publications Catalog](#)

<sup>3</sup> Native species recommended by WDNR or best available data resources

address local priorities or resources not addressed by these *Policies and Criteria*. Areas not otherwise listed for inclusion in Environmental Corridor within Section 4 (see [Required Areas](#) and [Voluntary Areas](#) below) can be voluntarily proposed for inclusion with consideration to the three general criteria described in detail in the *Environmental Corridors Report*, which are: (a) degree of contribution of an element to an open space function; (b) degree of continuity, connectivity, and linkages; and (c) degree of existing development.

Local units of government play an active role in the implementation and protection of Environmental Corridors by building protective measures into local ordinances, zoning requirements, plat design review, permitting, and conservation design requirements. These and other regulations, combined with acquisition techniques, help ensure the integrity of the corridors (see further discussion within Appendix C of the *Environmental Corridors Report*).

## SECTION 4 AREAS FOR INCLUSION

Areas included in Environmental Corridors are classified into two categories: **required** areas and **voluntary** areas. Required areas are always included in Environmental Corridors, whereas voluntary areas are recommended for protection from development and will be included with support of the local/governing municipality.

### a) Required Areas

1. Wetlands under WDNR jurisdiction along with a minimum 75-ft vegetated buffer from the wetland edge on all sides (as determined by current<sup>4</sup> WDNR-recognized wetland delineation or WDNR-mapped WWI wetlands where field delineation is not available)
2. Perennial<sup>5</sup> water bodies (including natural streams, lakes, ponds, etc.) along with a minimum 75-ft vegetated buffer from the ordinary high water mark (OHWM) on all sides
3. Intermittent<sup>5</sup> streams along with a vegetated buffer that is at least 25 feet from the OHWM and falls within a larger vegetated corridor with a minimum total width defined as follows (stream need not be centered within):
  - a. If desired to include public recreational path use: 100 ft
  - b. If not desired to include public recreational path use: 75 ft
4. Waters designated as Areas of Special Natural Resource Interest<sup>6</sup> by WDNR along with a minimum vegetated buffer that is at least 75 feet from the OHWM on all sides and with a minimum 200-ft total width vegetated corridor (water resource need not be centered within)
5. Stormwater management areas and conveyance channels (generally only engineered practices containing open water and/or the use of soil and vegetation for treatment) within an outlet, easement, or other defined boundary
6. 1% annual chance (100-year) floodplains and floodways

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<sup>4</sup> Five years from the date of WDNR confirmation or date of delineation by a [WDNR-assured delineator](#)

<sup>5</sup> Stream classification and extent will be preliminarily identified by the [National Hydrography Dataset](#) from the United States Geological Survey and refined or adjusted by CARPC staff based on field assessment or better data (e.g., imagery, topographic information, weather data, aquatic plant survey, aquatic macroinvertebrates survey, etc.)

<sup>6</sup> See list of waters designated on WDNR [Water Quality Standards and Classifications](#) webpage

7. Riparian steep slopes
8. Publicly owned parks, greenways, and conservancy areas (including supporting structures and other improvements necessary for the function of these areas)
9. Archaeological sites on the National Register or identified by Wisconsin Historical Society

## b) Voluntary Areas

1. Potentially restorable wetlands and areas of hydric soils
2. 0.2% annual chance (or 500-year) floodplains and floodways
3. Vegetated buffers for wetlands and other water bodies extending up to 300 feet from the wetland edge or OHWM (based on the sensitivity of the resources and level of protection desired)
4. Wooded, steep slopes
5. Ice Age Trail and Capital Springs Trail Corridors
6. Internally drained depressional areas (closed basins)
7. Natural Resource Area Boundaries<sup>7</sup>
8. Privately owned parks, greenways, and conservancy areas (including supporting structures and other improvements necessary for the function of these areas)
9. Endangered and sensitive habitats<sup>8</sup> (based on consultation with WDNR or other qualified personnel) including, but not limited to, remnant or restored prairies and oak savannas
10. Habitat stepping stones and corridor connections that support local ecological needs<sup>9</sup>
11. Areas containing subsurface conditions (such as liquified soils, high groundwater, shallow porous bedrock, karst features, and known critical recharge areas with a direct conduit to groundwater) where development risks groundwater contamination or alters groundwater flow or downstream hydrology, unless stringent site plan review and appropriate mitigation practices have been provided with the goal of maintaining groundwater protection
12. Unique geologic formations and glacial features (such as rock outcrops, eskers, outwash fans, channels, moraine crests, and drumlins)
13. Riparian slopes between 12%-20% gradient in the driftless portion of the county, unless stringent site plan review and appropriate mitigation practices have been provided with the goal of maintaining the stability of the slope
14. Riparian wooded areas, in particular those that contain high-quality woodlands

## SECTION 5 PERMITTED USES

This section identifies specific features and activities, collectively referred to here as “uses,” that are either prohibited because they are **incompatible** with the functions of Environmental Corridors or permitted because they are considered **compatible** with these functions. The determination of compatibility is made by CARPC staff based on these *Policies and Criteria* and the concepts and principles described in the *Environmental Corridors Report*.

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<sup>7</sup> Data source managed by Dane County Parks

<sup>8</sup> Based on an assessment by a professional using available DNR coarse-level metric protocols for [oak openings](#), [oak and pine barrens](#), [oak woodlands](#), and [southern sedge meadow and wet-mesic prairie](#) community types

<sup>9</sup> See Chapter 03 of the [Environmental Corridors Report](#)

## a) Incompatible Uses

The following uses are incompatible with Environmental Corridor functions and prohibited within Environmental Corridors:

1. Impervious areas or other site development activity, unless otherwise exempted or allowed as a compatible use
2. Soil disturbance within the following areas, often referred to as the “no-grading buffer,” unless intended to reestablish natural grades, to restore wetland or riparian habitat, or when the grading is necessarily associated with a compatible use and the area is restored to existing (or better) conditions utilizing native vegetation:
  - a. Within 30 ft of a wetland edge
  - b. Within 30 ft of the OHWM of a water body or within the minimum-required vegetated buffer, whichever is less
3. Storage of materials (e.g., contaminated waste products, agricultural chemicals, industrial chemicals, petroleum products, etc.), equipment (e.g., diesel generators, fueling stations, etc.) or other activities with the potential to contaminate surface water or groundwater

## b) Compatible Uses

The following uses are generally compatible with Environmental Corridor functions and may be permitted within Environmental Corridors. However, these uses should remain outside of applicable no-grading buffers unless the use results in no changes in grade and only temporary impacts to the Environmental Corridor due to construction, and any temporary disturbance is fully restored to existing (or better) conditions utilizing native vegetation appropriate for the conditions (insofar as allowed by other state and local requirements):

1. Recreation-related facilities (e.g., park shelters or facilities, bike/pedestrian paths, boat ramps, necessary parking and drives to service allowed facilities, etc.)
2. Stormwater management practices
3. Utility maintenance or construction (public or private) that cannot reasonably occur outside of the Environmental Corridor and that meets the criteria of [Wis. Admin. Code § NR 115](#) for the purpose of serving eligible development
4. Agricultural land uses that adhere to conservation best management practices (also referred to as sustainable or regenerative agriculture) and which build soil health, retain water and nutrients, and provide water quality benefits
5. Temporary<sup>10</sup> storage of construction materials for staging and other activities that do not have the potential to contaminate surface water or groundwater

Grading, vegetation modification, or the installation of compatible uses in an Environmental Corridor associated with environmentally sensitive areas should not appreciably reduce or harm the ecological functions of the Environmental Corridor (e.g., disturbed areas shall be restored with native vegetation; facilities should be located so as to minimize the potential impacts on resources present).

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<sup>10</sup> The length of time determined to be temporary shall be made by CARPC staff in consultation with other officials having jurisdiction and shall be made in the interest of protecting water quality and the functions of the environmental corridor

## SECTION 6 EXEMPTIONS

The following do not necessitate inclusion within Environmental Corridor and are exempt from the *Policies and Criteria*:

1. Impervious areas (footprint only) that existed prior to February 28, 2008 (date of adoption of original *Environmental Corridor Policies and Criteria*)
2. Constructed riparian steep slopes beyond minimum-required vegetated buffers for water bodies and wetlands
3. Wetlands (or portions thereof) and associated vegetated buffers that have received an artificial or nonfederal exemption or fill permit from the WDNR
4. Wetlands (and associated vegetated buffers) which have formed within constructed drainage swales as part of a stormwater management plan or in roadside ditches as part of transportation projects
5. Transportation maintenance or construction (public or private) that cannot reasonably occur outside the required Environmental Corridor area and that meets the criteria of [Wis. Admin. Code § NR 117](#) for the purpose of serving eligible development

## SECTION 7 CHANGES TO ENVIRONMENTAL CORRIDORS

After specific lands have been designated as Environmental Corridor, subsequent changes are possible through the following two processes: **major changes** and **administrative changes**<sup>11</sup>. The determination of which process a change must follow is made by CARPC staff using these guidelines; uncertainty about the water quality impacts of a proposed change will typically trigger the major change process.

### a) Major Changes

**Major changes** have the potential for significant adverse impacts to water quality or other protected resources defined by these *Policies and Criteria*. These changes constitute a formal amendment to the *DCWQP*, and require a public hearing, action by the CARPC Commission, and WDNR approval following a detailed analysis of the impact of the change to demonstrate that what is proposed will still maintain water quality standards and contribute to open space functions and that the proposed mitigation measures will likely be successful in mitigating potential adverse impacts. Major change requests must be initiated or supported by the municipality that governs the area in question. Major changes include, but are not limited to, the following:

1. Removal of, or development within, a required Environmental Corridor area as defined in these *Policies and Criteria*
2. Any change resulting in the elimination or interruption of the continuity of any corridor segment that includes environmentally sensitive areas
3. Any change inconsistent with the conditions of a Resolution or Water Quality Management Letter associated with an approved amendment to the sewer service area

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<sup>11</sup> Referred to as 'Minor changes' in original *Policies and Criteria of Environmental Corridors*

## b) Administrative Changes

**Administrative changes** do not have the potential for significant adverse impacts to water quality or other protected resources defined by these *Policies and Criteria* and are administered by CARPC staff. Administrative changes include, but are not limited to, the following:

1. Revisions based on new information regarding the location, extent, or type of natural feature described as a required Environmental Corridor area, where the change to the underlying feature is recognized as valid by WDNR or FEMA (e.g., assured wetland delineation, permitting, Letter of Map Changes, etc.)
2. Revisions regarding the location or extent of intermittent streams, where supported by field assessment or other site-specific data, or where an engineered solution will be implemented to handle existing flows and meet current best practices for stormwater management and erosion control, including all other local regulations
3. Revisions to reflect municipally approved changes in the location or extent of parks, greenways, conservancy areas, or stormwater management areas
4. Removal of areas that are not required for inclusion in Environmental Corridors by these *Policies and Criteria* or as a condition of approval of an applicable SSA amendment
5. Addition of areas described in the [Required Areas](#) or [Voluntary Areas](#) sections of these *Policies and Criteria*
6. Addition of areas determined by CARPC staff to be compatible with the general criteria for inclusion described in the *Environmental Corridors Report* (also see Section 3)
7. Revisions resulting from application of exemptions described in [Section 6](#) (above)

# Policies and Criteria for Environmental Corridors

## Dane County Water Quality Plan

Capital Area Regional Planning Commission

(DRAFT April 10, 2026)

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	b) Compatible Uses.....	6
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### SECTION 1 GENERAL

As defined in the [Dane County Water Quality Plan \(DCWQP\)](#), **Environmental Corridors** are a network of open space and natural areas in places that are otherwise urbanized or planned for urban development. These corridors include environmentally sensitive lands, natural and cultural resources requiring protection from disturbance and development, and lands needed for open space, stormwater management, and recreational use.

The [Environmental Corridors Report](#) identifies seven open space functions of Environmental Corridors: protection of resources and critical environmental processes; protection of public health, safety and property; outdoor recreation and education; scenic beauty; protection of archeological and geological resources; stormwater management; and climate resilience.

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35 the waters of the state." The features to be considered for protection "include but are not limited to  
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37 soil types, groundwater recharge areas, and other such physical constraints." Environmental Corridors  
38 also connect and protect other features that advance local and regional interests, such as  
39 archeological sites, sensitive habitats, and public parks. The *Policies and Criteria for Environmental*  
40 *Corridors* (this document; hereinafter, these *Polices and Criteria*) sets requirements and guides the  
41 implementation of Environmental Corridors.

## 42 SECTION 2 DEFINITIONS

### 43 (i) **Constructed Drainageway**

44 A watercourse constructed to carry water flows typically characterized by a clearly defined channel  
45 bottom with a consistent slope and uniform side slopes; for the purposes of these *Policies and Criteria*, a  
46 naturally occurring watercourse which has been altered is not included in this definition and would  
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### 48 (ii) **Ephemeral Stream**

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51 characteristics more closely matching the surrounding upland landscape.

### 52 (iii) **High-Quality Woodlands**

53 Woodlands that retain a high proportion of native vegetation, typically characterized by the presence of  
54 mature canopy trees. These systems maintain intact ecological structure and processes, support high  
55 levels of biodiversity, and exhibit largely undisturbed soil conditions, having avoided plowing, intensive  
56 grazing, and other forms of significant degradation.

### 57 (iv) **Intermittent Stream**

58 A stream with seasonal flow (i.e., water flows continuously during wetter parts of the year but is typically  
59 dry during drier parts of the year) with flow is-sourced from continual precipitation patterns (rainfall or  
60 snowmelt) and upstream flows or when groundwater is sufficiently high to provide base flow and  
61 typically characterized by a well-defined channel often containing riffles/pools, evidence of ongoing  
62 scour such as exposure of rock, gravel, or sand in the channel bottom, and likely hydric soils. Presence of  
63 aquatic species would indicate it is an intermittent or perennial stream. ~~and possible presence of~~  
64 ~~aquatic species.~~

### 65 (v) **Ordinary High Water Mark (OHWM)**

66 As defined by WDNR<sup>1</sup>, the point on the bank or shore of a waterway up to which the presence and action  
67 of the water is so continuous as to leave a distinct mark either by erosion, destruction of terrestrial  
68 vegetation, or other easily recognized characteristics. In lieu of an available OHWM, the top of bank can  
69 be used for purposes of defining setbacks and Environmental Corridors.

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<sup>1</sup> See WDNR [Navigability and Ordinary High Water Mark Determinations](#) webpage

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73 discharge into the stream) and typically characterized by a well-defined channel often containing  
74 riffles/pools, and with a clear distinction between limits of water flow and vegetation growth.

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76 Describes the area along the edge of a water body (i.e., streams, lakes, ponds) or wetland subject to  
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82 Planning areas identified in the *DCWQP* which include existing (sanitary) sewer service areas and adjacent  
83 land most suitable for new development, as well as environmentally sensitive areas where development  
84 would have an adverse impact upon water quality. In the Dane County region, sewer service areas have  
85 historically been further defined as either Urban Service Areas or Limited Service Areas.

86 **(ix) Steep Slopes**

87 Slopes having a 12% or greater gradient in the glaciated portions of the county; or having a 20% or  
88 greater gradient in the driftless<sup>2</sup> portion of the county.

89 **(x) Vegetated Buffer**

90 A vegetated area along a wetland or water body that serves to protect water quality and other  
91 ecosystem processes by filtering pollutants, preferably containing native<sup>3</sup> vegetation appropriate for  
92 local conditions.

93 **SECTION 3 IMPLEMENTATION**

94 These *Policies and Criteria* apply to all sewer service areas identified in the *DCWQP*. Environmental  
95 Corridors are mapped for all sewer service areas within Dane County. Mapping is for visual reference  
96 only and may not reflect the most accurate information available; always consult with CARPC [sStaff](#) for  
97 verification of accuracy of Environmental Corridor mapping.

98 Environmental Corridor boundaries are continually revised and updated [by CARPC staff](#) based on best-  
99 available information. Review and adjustments typically occur during sewer service area amendments  
100 and sewer extension reviews, or at any other time with support of the local unit of government. Specific  
101 lands within a sewer service area ~~(SSA) which have been added through an amendment to the~~  
102 ~~boundary~~ may be subject to differing requirements [identified within the approval of that SSA](#)  
103 [amendment area which that](#) supersede these *Policies and Criteria*.

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<sup>2</sup> See WGNHS [Publications Catalog](#)

<sup>3</sup> Native species recommended by WDNR or best available data resources

104 These *Policies and Criteria* set the regional expectations for lands to be protected from urban  
105 development. Local units of government are encouraged to use this land and water protection tool to  
106 address local priorities or resources not addressed by these *Policies and Criteria*. Areas not otherwise  
107 listed for inclusion in Environmental Corridor within Section 4 (see [Required Areas](#) and [Voluntary Areas](#)  
108 below) can be voluntarily proposed for inclusion with consideration to the three general criteria  
109 described in detail in the *Environmental Corridors Report*, which are: (a) degree of contribution of an  
110 element to an open space function; (b) degree of continuity, connectivity, and linkages; and (c) degree  
111 of existing development.

112

113 Local units of government play an active role in the implementation and protection of Environmental  
114 Corridors by building protective measures into local ordinances, zoning requirements, plat design  
115 review, permitting, and conservation design requirements. These and other regulations, combined with  
116 acquisition techniques, help ensure the integrity of the corridors (see further discussion within Appendix  
117 C of the *Environmental Corridors Report*).

## 118 SECTION 4 AREAS FOR INCLUSION

119 Areas included in Environmental Corridors are classified into two categories: **required** areas and  
120 **voluntary** areas. Required areas are always included in Environmental Corridors, whereas voluntary  
121 areas are recommended for protection from development and will be included with support of the  
122 local/governing municipality.

### 123 a) Required Areas

- 124 1. Wetlands under WDNR jurisdiction along with a minimum 75-ft vegetated buffer from the  
125 wetland edge on all sides (as determined by current<sup>4</sup> WDNR-recognized wetland  
126 delineation or WDNR-mapped WWI wetlands where field delineation is not available)
- 127 2. Perennial<sup>5</sup> water bodies (including natural streams, lakes, ponds, etc.) along with a  
128 minimum 75-ft vegetated buffer from the ordinary high water mark (OHWM) on all sides
- 129 3. Intermittent<sup>5b</sup> streams along with a vegetated buffer that is at least 25 feet from the OHWM  
130 and falls within a larger vegetated corridor with a minimum total width defined as follows  
131 (stream need not be centered within):
  - 132 a. If desired to include public recreational path use: 100 ft
  - 133 b. If not desired to include public recreational path use: 75 ft
- 134 4. Waters designated as Areas of Special Natural Resource Interest<sup>6</sup> by WDNR along with a  
135 minimum vegetated buffer that is at least 75 feet from the OHWM on all sides and with a  
136 minimum 200-ft total width vegetated corridor (water resource need not be centered  
137 within)

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<sup>4</sup> Five years from the date of WDNR confirmation or date of delineation by a [WDNR-assured delineator](#)

<sup>5</sup> ~~Stream classification and extent As will be preliminarily identified determined~~ by the [National Hydrography Dataset](#) from the United States Geological Survey ~~and~~ refined ~~or adjusted~~ by CARPC staff based on field assessment or better data (e.g., ~~erials~~ [aerials imagery](#), [topographic information contours](#), [weather data](#), [aquatic plant survey](#), [aquatic macroinvertebrates survey](#), etc.)

<sup>6</sup> See list of waters designated on WDNR [Water Quality Standards and Classifications](#) webpage

- 138 5. Stormwater management areas and conveyance channels (generally only engineered
- 139 practices containing open water and/or the use of soil and vegetation for treatment) within
- 140 an outlet, easement, or other defined boundary
- 141 6. 1% annual chance (100-year) floodplains and floodways
- 142 7. Riparian steep slopes
- 143 8. Publicly owned parks, greenways, and conservancy areas (including supporting structures
- 144 and other improvements necessary for the function of these areas)
- 145 9. Archaeological sites on the National Register or identified by Wisconsin Historical Society
- 146 (~~WHS~~)

147 **b) Voluntary Areas**

- 148 1. Potentially restorable wetlands and areas of hydric soils
- 149 2. 0.2% annual chance (or 500-year) floodplains and floodways
- 150 3. Vegetated buffers for wetlands and other water bodies extending up to 300 feet from the
- 151 wetland edge or OHWM (based on the sensitivity of the resources and level of protection
- 152 desired)
- 153 4. Wooded, steep slopes
- 154 5. Ice Age Trail and Capital Springs Trail Corridors
- 155 6. Internally drained depressional areas (closed basins)
- 156 7. Natural Resource Area Boundaries<sup>7</sup>
- 157 8. Privately owned parks, greenways, and conservancy areas (including supporting structures
- 158 and other improvements necessary for the function of these areas)
- 159 9. Endangered and sensitive habitats<sup>8</sup> (based on consultation with WDNR or other qualified
- 160 personnel) including, but not limited to, remnant or restored prairies and oak savannas
- 161 10. Habitat stepping stones and corridor connections that support local ecological needs<sup>9</sup>
- 162 11. Areas containing subsurface conditions (such as liquified soils, high groundwater, shallow
- 163 porous bedrock, karst features, and known critical recharge areas with a direct conduit to
- 164 groundwater) where development risks groundwater contamination or alters groundwater
- 165 flow or downstream hydrology, unless stringent site plan review and appropriate mitigation
- 166 practices have been provided with the goal of maintaining groundwater protection
- 167 12. Unique geologic formations and glacial features (such as rock outcrops, eskers, outwash
- 168 fans, channels, moraine crests, and drumlins)
- 169 13. Riparian slopes between 12%-20% gradient in the driftless portion of the county, unless
- 170 stringent site plan review and appropriate mitigation practices have been provided with the
- 171 goal of maintaining the stability of the slope
- 172 14. Riparian wooded areas, in particular those that contain high-quality woodlands

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<sup>7</sup> Data source managed by Dane County Parks

<sup>8</sup> Based on an assessment by a professional using available DNR coarse-level metric protocols for [oak openings](#), [oak and pine barrens](#), [oak woodlands](#), and [southern sedge meadow and wet-mesic prairie](#) community types

<sup>9</sup> See Chapter 03 of the [Environmental Corridors Report](#)

173 **SECTION 5 PERMITTED USES**

174 This section identifies specific features and activities, collectively referred to here as “uses,” that are  
175 either prohibited because they are **incompatible** with the functions of Environmental Corridors or  
176 permitted because they are considered **compatible** with these functions. The determination of  
177 compatibility is made by CARPC staff based on these *Policies and Criteria* and the concepts and  
178 principles described in the *Environmental Corridors Report*.

179 **a) Incompatible Uses**

180 The following uses are incompatible with Environmental Corridor functions and prohibited within  
181 Environmental Corridors:

- 182 1. Impervious areas or other site development activity, unless otherwise exempted or allowed  
183 as a compatible use
- 184 2. Soil disturbance within the following areas, often referred to as the “no-grading buffer,”  
185 unless intended to reestablish natural grades, to restore wetland or riparian habitat, or  
186 when the grading is necessarily associated with a compatible use and the area is restored  
187 to existing (or better) conditions utilizing native vegetation:
- 188 a. Within 30 ft of a wetland edge
- 189 b. Within 30 ft of the OHWM of a water body or within the minimum-required  
190 vegetated buffer, whichever is less
- 191 3. Storage of materials (e.g., contaminated waste products, agricultural chemicals, industrial  
192 chemicals, petroleum products, etc.), equipment (e.g., diesel generators, fueling stations,  
193 etc.) or other activities with the potential to contaminate surface water or groundwater

194 **b) Compatible Uses**

195 The following uses are generally compatible with Environmental Corridor functions and may be  
196 permitted within Environmental Corridors. However, these uses should remain outside of applicable no-  
197 grading buffers unless the use results in no changes in grade and only temporary impacts to the  
198 Environmental Corridor due to construction, and any temporary disturbance is fully restored to existing  
199 (or better) conditions utilizing native vegetation appropriate for the conditions (insofar as allowed by  
200 other state and local requirements):

- 201 1. Recreation-related facilities (e.g., park shelters or facilities, bike/pedestrian paths, boat  
202 ramps, necessary parking and drives to service allowed facilities, etc.)
- 203 2. Stormwater management practices
- 204 3. Utility maintenance or construction (public or private) that cannot reasonably occur  
205 outside of the Environmental Corridor and that meets the criteria of [Wis. Admin. Code § NR](#)  
206 [115](#) for the purpose of serving eligible development
- 207 4. Agricultural land uses that adhere to conservation best management practices (also  
208 referred to as sustainable or regenerative agriculture) and which build soil health, retain  
209 water and nutrients, and provide water quality benefits

210 5. Temporary<sup>10</sup> storage of construction materials for staging and other activities that do not  
211 have the potential to contaminate surface water or groundwater

212 Grading, vegetation modification, or the installation of compatible uses in an Environmental Corridor  
213 associated with environmentally sensitive areas should not appreciably reduce or harm the ecological  
214 functions of the Environmental Corridor (e.g., disturbed areas shall be restored with native vegetation;  
215 facilities should be located so as to minimize the potential impacts on resources present).

## 216 SECTION 6 EXEMPTIONS

217 The following do not necessitate inclusion within Environmental Corridor and are exempt from the  
218 *Policies and Criteria*:

- 219 e)1. Impervious areas (footprint only) that existed prior to February 28, 2008 (date of ~~original~~  
220 adoption of ~~original these-Environmental Corridor Policies and Criteria~~)
- 221 e)2. Constructed riparian steep slopes beyond minimum-required vegetated buffers for water  
222 bodies and wetlands
- 223 e)3. Wetlands (or portions thereof) and associated vegetated buffers that have received an  
224 artificial or nonfederal exemption or fill permit from the WDNR
- 225 e)4. Wetlands (and associated vegetated buffers) which have formed within constructed  
226 drainage swales as part of a stormwater management plan or in roadside ditches as part  
227 of transportation projects
- 228 e)5. Transportation maintenance or construction (public or private) that cannot reasonably  
229 occur outside the required Environmental Corridor area and that meets the criteria of [Wis.](#)  
230 [Admin. Code § NR 117](#) for the purpose of serving eligible development

## 231 SECTION 7 CHANGES TO ENVIRONMENTAL CORRIDORS

232 After specific lands have been designated as Environmental Corridor, subsequent changes are possible  
233 through the following two processes: **major changes** and **administrative changes**<sup>11</sup>. The determination  
234 of which process a change must follow is made by CARPC staff using these guidelines; uncertainty  
235 about the water quality impacts of a proposed change will typically trigger the major change process.

### 236 a) Major Changes

237 **Major changes** have the potential for significant adverse impacts to water quality or other protected  
238 resources defined by these *Policies and Criteria*. These changes constitute a formal amendment to the  
239 *DCWQP*, and require a public hearing, action by the CARPC Commission, and WDNR approval following a  
240 detailed analysis of the impact of the change to demonstrate that what is proposed will still maintain  
241 water quality standards and contribute to open space functions and that the proposed mitigation  
242 measures will likely be successful in mitigating potential adverse impacts. Major change requests must

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<sup>10</sup> The length of time determined to be temporary shall be made by CARPC staff in consultation with other officials having jurisdiction and shall be made in the interest of protecting water quality and the functions of the environmental corridor.

<sup>11</sup> Referred to as 'Minor changes' in original *Policies and Criteria of Environmental Corridors*

243 be initiated or supported by the municipality that governs the area in question. Major changes include,  
244 but are not limited to, the following:

- 245 1. Removal of, or development within, a required Environmental Corridor area as defined in  
246 these *Policies and Criteria*
- 247 2. Any change resulting in the elimination or interruption of the continuity of any corridor  
248 segment that includes environmentally sensitive areas
- 249 3. Any change inconsistent with the conditions of a Resolution or Water Quality Management  
250 Letter associated with an approved amendment to the sewer service area

## 251 b) Administrative Changes

252 **Administrative changes** do not have the potential for significant adverse impacts to water quality or  
253 other protected resources defined by these *Policies and Criteria* and are administered by CARPC staff.  
254 Administrative changes include, but are not limited to, the following:

- 255 ~~1. Revisions based on new data (recognized as valid by WDNR) regarding the location, extent,~~  
256 ~~or type of natural feature described as a required Environmental Corridor area~~
- 257 1. Revisions based on new information regarding the location, extent, or type of natural feature  
258 described as a required Environmental Corridor area, where the change to the underlying  
259 feature is recognized as valid by WDNR or FEMA (e.g., assured wetland delineation,  
260 permitting, Letter of Map Changes, etc.)
- 261 2. Revisions regarding the location or extent of intermittent streams, where supported by field  
262 assessment or other site-specific data, or where an engineered solution will be  
263 implemented to handle existing flows and meet current best practices for stormwater  
264 management and erosion control, including all other local regulations
- 265 3. Revisions to reflect municipally approved changes in the location or extent of parks,  
266 greenways, conservancy areas, or stormwater management areas
- 267 ~~2.~~
- 268 ~~3.4.~~ Removal of areas that are not required for inclusion in Environmental Corridors by these  
269 *Policies and Criteria* or as a condition of approval of an applicable SSA amendment
- 270 5. Addition of areas described in the [Required Areas](#) or [Voluntary Areas](#) sections of these  
271 *Policies and Criteria* ~~or~~
- 272 4.6. Addition of areas determined by CARPC staff to be compatible with the ~~three~~ general  
273 criteria for inclusion described in the *Environmental Corridors Report* (also see [Section 3](#))
- 274 5.7. Revisions resulting from application of exemptions described in [Section 6](#) (above)

# Environmental Corridors Policies & Criteria – 2026 Update

## Record of Stakeholder Input

*Prepared by CARPC staff (last revised 6/2/2026)*

This document summarizes input from various stakeholders that CARPC staff gathered from June 2025 to April 2026 related to possible revisions to the Policies and Criteria for Environmental Corridors.

## Wisconsin Department of Natural Resources Water Quality Staff

### June 2025

Started discussion about policy updates with DNR.

## Subject Matter Experts

### October 2025

CARPC staff met with subject matter experts from the Wisconsin Department of Natural Resources (WDNR) and the Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) surrounding four topics: endangered and sensitive habitats, geology and soils, waterways, and woodlands. Staff shared proposed clarifications/additions to the Policies and Criteria and asked five general questions about each topic:

1. What are the benefits of protecting these areas on water resources and other ecosystems?
2. What other statutory/regulatory requirements support or aid protection?
3. What is the historical perspective of such protection?
4. What hurdles or challenges do you see?
5. What other opportunities or priorities do you see?

## Participants

Name	Organization	Topic
<b>Tim Asplund</b>	WDNR	Waterways
<b>Sarah Bogen</b>	WDNR	Waterways
<b>Camille Bruhn</b>	WDNR	Waterways
<b>Sharon Fandel</b>	WDNR	Endangered and Sensitive Habitats
<b>Lauren Haydon</b>	WDNR	Waterways

<b>Sarah Herrick</b>	WDNR	Woodlands
<b>Mark Riedel</b>	WDNR	Geology and Soils
<b>Helena Tiedmann</b>	WDNR	Endangered and Sensitive Habitats, Geology and Soils, Waterways, Woodlands
<b>Cody Calkins</b>	DATCP	Geology and Soils
<b>Jenn Chakravorty</b>	DATCP	Geology and Soils

Topics discussed:

Endangered and Sensitive Habitats

1. Data privacy limitations
2. Habitat Quality Ranking Tools/Criteria
3. Specific habitat categories

Geology and Soils

1. Nutrient Management Requirements
2. Flexibility of areas listed referenced in NR 121
3. Soil data categories

Waterways

1. Perennial/intermittent vs navigability distinction as it relates to vegetated buffer requirements
2. Wider vegetated buffers for high-quality water bodies
3. Restriction to grading within 30 feet of all waterways (not just wetlands)
4. Riparian wooded areas

Woodlands

1. Old growth woodlands
2. Woodlands with steep slopes (>12% grade)
3. Riparian wooded areas – definition, recommendations, and water quality benefits
4. Metrics for determinations of quality

## Focus Groups

February 2026

CARPC staff gathered three focus groups: Collaborators and Land Protectors, Regulated Entities, and Madison Area Builder’s Association (MABA). Two documents were shared with

stakeholders ahead of the focus group meetings: draft update to the Policies and Criteria for Environmental Corridors and an overview of proposed changes.

The focus group meetings included a presentation by CARPC staff that gave an overview of CARPC and the Dane County Water Quality Plan, the Policies and Criteria update process, and Environmental Corridor components. It also included a summary of proposed changes related to Environmental Corridor delineation and reorganization/clarification and highlighted topics for group discussion.

## Collaborators and Land Protectors

### *Participants*

<b>Name</b>	<b>Organization</b>
<b>Helena Tiedmann</b>	WDNR
<b>Kyle Minks</b>	Dane County Land and Water Resources Department
<b>Andy Paulios</b>	Dane County Parks
<b>Tony Abate</b>	Groundswell Conservancy
<b>Andy Bingle</b>	Driftless Area Land Conservancy
<b>Stephanie Judge</b>	Driftless Area Land Conservancy

Concerns/topics discussed:

1. Buffers – preferred vegetation, temporary impacts, and enforcement
2. Protection of wetlands that are partially exempted by WDNR
3. Inclusion of restored prairies as endangered and sensitive habitats
4. High-quality woodlands – definition and importance of management
5. Enforcement of riparian wooded areas

## Regulated Entities

### *Participants*

<b>Name</b>	<b>Organization</b>
<b>Deanna Schmidt</b>	City of Fitchburg
<b>Greg Fries</b>	City of Madison
<b>Brian Grady</b>	City of Madison
<b>Phil Gaebler</b>	City of Madison
<b>Abby Attoun</b>	City of Middleton
<b>Josh Clements</b>	City of Sun Prairie
<b>Lucas Sivertsen</b>	City of Verona
<b>Mark Roffers</b>	Town of Cottage Grove, Village of DeForest, Village of Maple Bluff, and Village of Marshall
<b>Cynthia Richson</b>	Town of Middleton

<b>Keith Comstock</b>	Town of Pleasant Springs
<b>Renee Gouaux</b>	Town of Pleasant Springs
<b>Faith Schuck</b>	Town of Pleasant Springs
<b>Jim Post</b>	Town of Rutland
<b>Brian Wilson</b>	Village of Cambridge
<b>Erin Ruth</b>	Village of Cottage Grove
<b>Sonja Kruesel</b>	Village of Cross Plains
<b>Jamie Rybarczyk</b>	Village of Windsor
<b>Bob Wipperfurth</b>	Village of Windsor
<b>Aaron Jahncke</b>	Village of Waunakee
<b>Curt Sauser</b>	Madison Metropolitan Sewerage District

Concerns/topics discussed:

1. Continuity, connectivity, and linkages
2. Perennial/intermittent stream – data source/designations
3. Grandfathering of policies and what rules apply to redevelopment
4. Temporary storage of construction materials used for staging
5. Recreational use buffers
6. Temporary impacts to vegetation within no-grading buffer
7. Protection of wetlands that are partially exempted by WDNR
8. Riparian woodlands – quality, continuity, unintended consequences
9. Suggestion for external guidance document

## Madison Area Builders Association

### *Participants*

<b>Name</b>	<b>Organization</b>
<b>Dan Day</b>	D’Onofrio Kottke & Associates
<b>Chad Lawler</b>	MABA
<b>Robert Procter</b>	Axley LLP
<b>Matt Schreiner</b>	Vierbicher
<b>Jerry Tierney</b>	Livable Communities by Don Tierney

Concerns/topics discussed:

1. Wider buffers for waters designated as Areas of Special Natural Resource Interest (ASNRI)
2. Inclusion of riparian steep slopes regardless of vegetation
3. Criteria for distinguishing between perennial and intermittent
4. Temporary storage of construction materials used for staging

5. Grandfathering
6. Riparian woodlands – quality, effect on amount of developable land

## Commission Presentation

### April 2026

Provided a summary of the update process to date and the changes that are being proposed to the CARPC Commission. Several commissioners asked questions and provided suggested edits to the updated policies and criteria.

Topics discussed:

1. Recreational paths
2. What is considered “temporary” as it related to temporary storage of construction materials
3. Native vegetation
4. Biodiversity
5. Voluntary areas
6. Riparian woodlands

## Public Hearing

### May 2026

A public hearing was held at the CARPC Commission meeting on Thursday, May 14, 2026. CARPC staff began the public hearing with an overview of the process to date, the changes that are being proposed, the schedule going forward, and when the new policies would take effect/be applied. No public comments or commissioner questions/comments were received.

## Follow-up Discussion with MABA

### June 2026

CARPC staff participated in a follow-up discussion with MABA to provide clarification on how policies surrounding intermittent streams should be interpreted.

## Commission Action

Commission action is scheduled for the June CARPC Commission meeting on Thursday, June 11, 2026.



## CARPC Resolution No. 2026-12

### **Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Policies and Criteria for Environmental Corridor***

WHEREAS, In March 1975, Dane County was designated by the Governor of Wisconsin as an area that has substantial and complex water quality control problems, and certified such designation to the federal Environmental Protection Agency; and

WHEREAS, the *Dane County Water Quality Plan (DCWQP)* is the approved areawide water quality management plan for the Dane County region, first adopted in 1979 and since amended from time to time by recommendation of CARPC and approval by Wisconsin DNR; and

WHEREAS, the Capital Area Regional Planning Commission (CARPC) is a regional planning commission duly created by Executive Order of Governor Jim Doyle in 2007 under Wis. Stats. § 66.0309; and

WHEREAS, CARPC is authorized to carry out a range of planning activities, pursuant to Wis. Stat. §66.0309(8), and contracts with the Wisconsin Department of Natural Resources (DNR) to conduct areawide water quality management planning for the Dane County region; and

WHEREAS, as part of its areawide water quality management planning work, CARPC applies the policies and criteria related to Environmental Corridors during reviews of development plans, and works to continuously update and refine the mapped Environmental Corridor pursuant to Chapter NR 121; and

WHEREAS, the execution of Environmental Corridors is currently dictated by the [Policies and Criteria for Environmental Corridors](#) (adopted February 28, 2008); and

WHEREAS, CARPC has prepared the *Policies and Criteria for Environmental Corridors* which, upon approval by Wisconsin DNR as an amendment to the DCWQP, will replace prior policy document referenced above; and

WHEREAS, upon DNR approval, these policies will apply to new development and redevelopment sites within the Sewer Service Area for sites where the “full scope” of the project, as described by Wis. Stats. § 66.10015, is not already known (i.e., the Environmental Corridor will not be retroactively updated based on these policies where the “full scope” of the project was known prior to approval of these policies); in cases where the first filing of a local approval which includes the “full scope” of the project has already occurred upon approval of these policies, then the existing policies in effect at the time of filing will apply; and

WHEREAS, outreach efforts were made to all local units of government and interested parties in Dane County, draft materials have been made available publicly on the CARPC website, and a public hearing was held during the Regional Planning Commission meeting on May 14, 2026, to hear testimony on the proposed update.

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby recommends approval to the Wisconsin DNR an amendment of the DCWQP by adopting the revised *Policies and Criteria for Environmental Corridor*.

\_\_\_\_\_  
Date Adopted

\_\_\_\_\_  
David Pfeiffer, Chairperson

\_\_\_\_\_  
Cynthia Richson, Secretary

DRAFT

**Re: CARPC Resolution 2026-13, Approving the 2027 Preliminary CARPC Budget and Dane County Levy Charge (*actionable item*)****Requested Action:**

Motion to adopt Resolution 2026-13.

**Background:**

CARPC approves a preliminary annual budget prior to the Q2 meeting of the Budget and Personnel Panel to establish the Dane County charge amount prior to the August 1<sup>st</sup> statutory deadline.

**Staff Comments:**

The Budget and Personnel Panel (BPP) approved a 4% cut in the Dane county charge for 2026, reflecting a request by the County that mirrored requests to County departments. The County continues to address a structural budget deficit and the County Executive released guidance to their departments on May 29 requesting budget restraint, no new GPR staffing, and search for partnerships and efficiencies.

CARPC is proposing a 0% change in the Dane County charge for 2027. The attached CARPC budget has no cost of living adjustments for 2027, no internships, and a careful look at every budget line. Net expenditures will increase by \$10,331 (0.6%); \$9,173 of that increase is in Wages and Benefits.

The budget is balanced through an increase in grant and fee-for-service revenue, including about \$70,000 in grant funding and about \$170,000 in fee-for-service revenue that has not been identified or awarded. Staff have elevated the effort to pursue grant and fee-for-service opportunities during 2026 with the intent of amending the budget in December 2026 to reflect progress and projections at that time.

**Attachments:**

1. Resolution 2026-13, Approving the 2027 Preliminary Budget and Dane County Levy Charge
2. 2027 Preliminary Summary Budget
3. 2027 Preliminary Category Budget

**Staff Contact:**

Jason Valerius  
Executive Director  
[JasonV@CapitalAreaRPC.org](mailto:JasonV@CapitalAreaRPC.org)  
608 474 6010

**Next Steps:**

Consideration by the Budget and Personnel Panel at the Q2 meeting.  
July certification to Dane County Clerk.



**CARPC Resolution No. 2026-13**

**Approving the CARPC Preliminary 2027 Budget and Dane County Levy Charge**

WHEREAS the Capital Area Regional Planning Commission was established by Executive Order in 2007 to conduct and coordinate regional land use and water quality planning in the Capital Area; and

WHEREAS Wisconsin's Regional Planning Statute 66.0309(14)(b) states that, "where one-half or more of the land within a county is within a region, the chairperson of the regional planning commission shall certify to the county clerk, before August 1 of each year, the proportionate amount of the budget charged to the county for the services of the regional planning commission"; and

WHEREAS Wisconsin Statute 66.0309(14)(a) states that "the amount charged to a local governmental unit shall not exceed 0.0030 percent of equalized value under its jurisdiction and within the region unless the governing body of the unit expressly approves the amount in excess of that percentage"; and

WHEREAS the resolutions adopted by local units of government in Dane County in 2006, petitioning the Governor of Wisconsin to establish CARPC, state that "the undertaking municipalities agree and hereby contract that the annual levy charged by the CARPC shall not exceed 0.0017 percent of equalized value under the CARPC's jurisdiction and within the region"; and

WHEREAS the resolutions adopted by local units of government petitioning the Governor to establish CARPC called for the creation of a Budget and Personnel Panel (BPP) of the CARPC to consist of the Mayor of the City of Madison, the Dane County Executive, the President of the Dane County Towns Association, the President of the Dane County Cities and Villages Association, and the chairperson of the CARPC, with power, on behalf of and with advice of the CARPC, to establish the levy and user fees and adopt the annual operating budget for the CARPC; and

WHEREAS the BPP met on March 31, 2026 to consider an initial draft of CARPC's 2027 budget and will convene again on July 2, 2026 to consider approval of the Dane County Levy Charge;

NOW, THEREFORE, BE IT RESOLVED that CARPC approves its preliminary 2027 budget and Dane County levy charge of \$1,160,959, estimated at 0.00103 percent of Dane County total equalized assessed value. Be it further resolved, consistent with Wisconsin Statutes and CARPC bylaws, that the Chairperson is directed to certify this levy charge to the Dane County Clerk by August 1, or other amount if approved by a majority vote of the BPP before August 1.

\_\_\_\_\_  
Date Adopted

\_\_\_\_\_  
David Pfeiffer, Chairperson

\_\_\_\_\_  
Cynthia Richson, Secretary

**Capital Area Regional Planning Commission  
2027 Summary Budget - Preliminary**

Budget Year	2027	2026		2025		Variance	
Budget Type	PROPOSED	BUDGET	ACTUAL YTD	BUDGET	ACTUAL	2027 PROPOSED MINUS 2026 ADOPTED	
Date	JUN 2026	SEP 2025	JAN-APR	FEB 2025	JAN-DEC	\$	%

REVENUES							
County Charge	\$ 1,160,959	\$ 1,160,959	\$ 386,986	\$ 1,209,332	\$ 1,209,332	\$ -	0.0%
State & Federal Grants	\$ 112,867	\$ 266,093	\$ 100,071	\$ 284,368	\$ 241,649	\$ (153,226)	-57.6%
Other Grants	\$ 73,500	\$ -	\$ 15,000	\$ -	\$ -	\$ 73,500	0.0%
Pass-Through	\$ 183,898	\$ 73,657	\$ 26,009	\$ 185,172	\$ 165,628	\$ 110,241	149.7%
Water Quality Fees	\$ 115,000	\$ 110,000	\$ 14,978	\$ 110,000	\$ 68,808	\$ 5,000	4.5%
Planning Services	\$ 200,000	\$ 140,000	\$ 20,681	\$ 100,000	\$ 105,595	\$ 60,000	42.9%
WI Salt Wise	\$ 160,000	\$ 140,000	\$ 27,165	\$ 140,000	\$ 146,377	\$ 20,000	14.3%
Other	\$ 33,000	\$ 35,123	\$ 7,609	\$ 38,988	\$ 35,170	\$ (2,123)	-6.0%
<b>TOTAL REVENUES</b>	<b>\$ 2,039,224</b>	<b>\$ 1,925,832</b>	<b>\$ 598,500</b>	<b>\$ 2,067,860</b>	<b>\$ 1,972,558</b>	<b>\$ 113,392</b>	<b>5.9%</b>
Net Revenues (Less Pass-Through)	\$ 1,855,326	\$ 1,852,175	\$ 572,491	\$ 1,882,688	\$ 1,806,931	\$ 3,151	0.2%

EXPENDITURES							
Salaries and Leave Time	\$ 1,128,073	\$ 1,102,222	\$ 399,674	\$ 1,038,309	\$ 1,052,481	\$ 25,851	2.3%
Fringe Benefits	\$ 488,424	\$ 505,102	\$ 157,169	\$ 458,883	\$ 418,074	\$ (16,678)	-3.3%
Occupancy	\$ 54,033	\$ 51,833	\$ 17,530	\$ 50,987	\$ 51,580	\$ 2,200	4.2%
Contracted Services	\$ 29,000	\$ 27,000	\$ 8,159	\$ 42,970	\$ 121,112	\$ 2,000	7.4%
Financial Services	\$ 62,250	\$ 62,685	\$ 16,193	\$ 59,700	\$ 61,734	\$ (435)	-0.7%
Employee Travel and Training	\$ 25,041	\$ 26,894	\$ 4,879	\$ 28,745	\$ 24,148	\$ (1,853)	-6.9%
Office	\$ 13,915	\$ 16,390	\$ 6,162	\$ 16,374	\$ 11,237	\$ (2,475)	-15.1%
Information Technology (IT)	\$ 30,449	\$ 25,588	\$ 7,881	\$ 27,588	\$ 28,845	\$ 4,861	19.0%
Commissioner Per Diems & Travel	\$ 7,000	\$ 8,840	\$ 1,641	\$ 8,840	\$ 6,143	\$ (1,840)	-20.8%
Pass-Through	\$ 183,899	\$ 73,657	\$ 70,209	\$ 199,872	\$ 197,005	\$ 110,242	149.7%
Other	\$ 16,253	\$ 17,553	\$ 12,113	\$ 52,107	\$ 52,864	\$ (1,300)	-7.4%
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,038,337</b>	<b>\$ 1,917,764</b>	<b>\$ 701,609</b>	<b>\$ 1,984,375</b>	<b>\$ 2,025,224</b>	<b>\$ 120,573</b>	<b>6.3%</b>
Net Expenditures (Less Pass-Through)	\$ 1,854,438	\$ 1,844,107	\$ 631,400	\$ 1,784,503	\$ 1,828,218	\$ 10,331	0.6%

**Total Revenue Minus Total Expenditures**      \$        887    \$        8,068    \$        (103,109)    \$        83,485    \$        (52,665)

**Capital Area Regional Planning Commission  
2027 Budget - Preliminary**

Budget Year	2027	2026		2025		Variance		Comments on Changes from 2026 ADOPTED
Budget Type	PROPOSED	BUDGET	ACTUAL	BUDGET	ACTUAL	2027 PROPOSED MINUS 2026 ADOPTED		
Budget Date	JUN 2026	SEP 2025	JAN-APR	FEB 2025	JAN-DEC	\$	%	

REVENUES									
<b>5001</b>	<b>Dane County Charge</b>	\$ 1,160,959	\$ 1,160,959	\$ 386,986	\$ 1,209,332	\$ 1,209,332	\$ -	0.0%	
<b>5100</b>	<b>State &amp; Federal Grants</b>	\$ 112,867	\$ 266,093	\$ 100,071	\$ 284,368	\$ 241,649	\$ (153,226)	-135.8%	
5101	EPA/DNR Water Planning	\$ 95,000	\$ 134,000	\$ 39,667	\$ 113,275	\$ 124,897	\$ (39,000)	-41.1%	Special project funding ends in 2026
5102	EPA/DNR Grant Funds	\$ 9,500	\$ -	\$ 2,877	\$ 39,000	\$ 19,600	\$ 9,500	100.0%	Surface water grant that continues
5103	WEM/FEMA/HMGP Grant Funds	\$ -	\$ 125,000	\$ 52,089	\$ 125,000	\$ 90,767	\$ (125,000)	0.0%	End of Stream Crossing Inventory
5104	WisDOT Plan Integration	\$ 8,367	\$ 7,093	\$ 5,438	\$ 7,093	\$ 6,384	\$ 1,274	15.2%	Minor shift of funding from MPO to CARPC
5105	USDA Rural ED Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	No funding assumed
<b>5150</b>	<b>Other Grants</b>	\$ 73,500	\$ -	\$ 15,000	\$ -	\$ -	\$ 73,500	100.0%	Mostly target revenue for unspecified grant awards
<b>5200</b>	<b>Passthrough Revenue</b>	\$ 183,898	\$ 73,657	\$ 26,009	\$ 185,172	\$ 165,628	\$ 110,241	59.9%	
5201	WisDOT Rural Work Program	\$ 4,183	\$ 5,457	\$ 2,009	\$ 5,457	\$ 913	\$ (1,274)	-30.4%	Minor shift of funding from MPO to CARPC
5220	Coop Water Resource Monitoring	\$ 179,715	\$ 68,200	\$ 24,000	\$ 179,715	\$ 164,715	\$ 111,515	62.1%	Water monitoring funding likely to continue
<b>5300</b>	<b>Water Quality Fees Revenue</b>	\$ 115,000	\$ 110,000	\$ 14,978	\$ 110,000	\$ 68,808	\$ 5,000	4.3%	
5301	Fees - Sewer Extensions	\$ 60,000	\$ 45,000	\$ 12,600	\$ 45,000	\$ 43,200	\$ 15,000	25.0%	Expecting to increase fees in 2026
5302	Fees - USA/LSA App Review	\$ 55,000	\$ 65,000	\$ 2,378	\$ 65,000	\$ 25,608	\$ (10,000)	-18.2%	Recent trends suggest fewer amendments
<b>5400</b>	<b>Planning Services Revenue</b>	\$ 200,000	\$ 140,000	\$ 20,681	\$ 100,000	\$ 105,595	\$ 60,000	30.0%	
5401	Local & Regional Plan Assistance	\$ 200,000	\$ 140,000	\$ 20,681	\$ 100,000	\$ 105,595	\$ 60,000	30.0%	More project development needed to meet this goal
<b>5500</b>	<b>Other Revenue</b>	\$ 193,000	\$ 175,123	\$ 34,774	\$ 178,988	\$ 181,547	\$ 17,877	9.3%	
5501	Interest Income	\$ 30,000	\$ 32,000	\$ 7,582	\$ 36,000	\$ 30,783	\$ (2,000)	-6.7%	Rates still dropping
5502	Miscellaneous Revenues	\$ 3,000	\$ 3,123	\$ 27	\$ 2,988	\$ 4,387	\$ (123)	-4.1%	
5505	WI Salt Wise	\$ 160,000	\$ 140,000	\$ 27,165	\$ 140,000	\$ 146,377	\$ 20,000	12.5%	FFLM grant continues through 2027
<b>TOTAL REVENUES</b>		\$ 2,039,224	\$ 1,925,832	\$ 598,500	\$ 2,067,860	\$ 1,972,558	\$ (113,392)	-5.6%	

EXPENDITURES									
<b>6000</b>	<b>Salaries and Leave Time</b>	\$ 1,128,073	\$ 1,102,222	\$ 399,674	\$ 1,038,309	\$ 1,052,481	\$ 25,851	2.3%	
6001	Direct Salaries & Wages	\$ 934,831	\$ 903,822	\$ 288,696	\$ 830,647	\$ 882,467	\$ 31,009	3.3%	0% COLA, no LTE or intern time budgeted in 2027
6002	Compensated Leave Time	\$ 193,243	\$ 198,400	\$ 110,978	\$ 207,662	\$ 170,014	\$ (5,157)	-2.7%	Leave time calculated as a % of salaries
<b>6050</b>	<b>Fringe Benefits</b>	\$ 488,424	\$ 505,102	\$ 157,169	\$ 458,883	\$ 418,074	\$ (16,678)	-3.4%	
6051	FICA Benefits	\$ 84,041	\$ 82,115	\$ 27,719	\$ 77,354	\$ 77,082	\$ 1,926	2.3%	
6052	Life Insurance	\$ 500	\$ 309	\$ (87)	\$ 294	\$ 495	\$ 191	38.2%	
6053	Health Insurance	\$ 307,725	\$ 329,364	\$ 98,345	\$ 289,702	\$ 257,094	\$ (21,639)	-7.0%	correcting 2026 budget error (included staff premiums)
6054	Dental Insurance	\$ 13,815	\$ 15,369	\$ 4,294	\$ 14,707	\$ 13,286	\$ (1,554)	-11.2%	correcting 2026 budget error (included staff premiums)
6055	WRS-ER Contribution	\$ 77,837	\$ 73,440	\$ 25,645	\$ 71,643	\$ 68,803	\$ 4,397	5.6%	Tied to salaries, which are all WRS-eligible in 2027
6056	Disability Insurance	\$ 534	\$ 534	\$ -	\$ 508	\$ 444	\$ -	0.0%	
6057	Commute Cards	\$ 200	\$ 200	\$ 750	\$ 105	\$ 293	\$ -	0.0%	
6058	Unemployment	\$ 1,000	\$ 1,000	\$ 504	\$ 1,000	\$ 579	\$ -	0.0%	
6059	Worker's Compensation	\$ 2,771	\$ 2,771	\$ -	\$ 3,570	\$ -	\$ -	0.0%	
<b>6100</b>	<b>Occupancy</b>	\$ 54,033	\$ 51,833	\$ 17,530	\$ 50,987	\$ 51,580	\$ 2,200	4.1%	
6101	Rent	\$ 54,033	\$ 51,833	\$ 17,530	\$ 50,987	\$ 51,580	\$ 2,200	4.1%	Lease runs to November 2028
<b>6200</b>	<b>Contracted Services</b>	\$ 29,000	\$ 27,000	\$ 8,159	\$ 42,970	\$ 121,112	\$ 2,000	6.9%	
6201	External Programs	\$ -	\$ -	\$ 2,150	\$ 28,570	\$ 36,392	\$ -	0.0%	No planned outsourcing for community projects
6202	Legal Services	\$ 9,000	\$ 6,000	\$ 3,018	\$ 4,400	\$ 12,308	\$ 3,000	33.3%	More frequent consultations at commission request

6203	Commission Operations	\$ -	\$ 21,000	\$ -	\$ 10,000	\$ 53,898	\$ (21,000)	0.0%	This moved to 6204
6204	Marketing and Communications	\$ 20,000	\$ -	\$ 2,991	\$ -	\$ 18,514	\$ 20,000	100.0%	This moved from 6203
<b>6300</b>	<b>Financial Services</b>	<b>\$ 62,250</b>	<b>\$ 62,685</b>	<b>\$ 16,193</b>	<b>\$ 59,700</b>	<b>\$ 61,734</b>	<b>\$ (435)</b>	<b>-0.7%</b>	
6301	Audit	\$ 13,000	\$ 15,435	\$ 5,350	\$ 14,700	\$ 11,350	\$ (2,435)	-18.7%	Adjusting toward actual cost
6302	Payroll Fees	\$ 8,250	\$ 5,250	\$ 2,898	\$ 5,000	\$ 8,305	\$ 3,000	36.4%	Reflection of recent costs
6303	Financial Services	\$ 41,000	\$ 42,000	\$ 7,945	\$ 40,000	\$ 42,079	\$ (1,000)	-2.4%	
<b>6400</b>	<b>Travel and Training</b>	<b>\$ 25,041</b>	<b>\$ 26,894</b>	<b>\$ 4,879</b>	<b>\$ 28,745</b>	<b>\$ 24,148</b>	<b>\$ (1,853)</b>	<b>-7.4%</b>	
6401	Employee Travel	\$ 13,616	\$ 13,349	\$ 3,325	\$ 12,713	\$ 14,617	\$ 267	2.0%	Largest portion is SaltWise
6402	Meals	\$ 925	\$ 907	\$ 88	\$ 907	\$ 969	\$ 18	2.0%	
6403	Conferences & Meetings	\$ 8,000	\$ 9,638	\$ 1,466	\$ 10,125	\$ 6,554	\$ (1,638)	-20.5%	Paring back again, to reflect usage
6404	Training	\$ 2,500	\$ 3,000	\$ -	\$ 5,000	\$ 2,008	\$ (500)	-20.0%	Paring back again, to reflect usage
<b>6500</b>	<b>Office Expenses</b>	<b>\$ 13,915</b>	<b>\$ 16,390</b>	<b>\$ 6,162</b>	<b>\$ 16,374</b>	<b>\$ 11,237</b>	<b>\$ (2,475)</b>	<b>-17.8%</b>	
6501	Supplies	\$ 2,500	\$ 3,860	\$ 4,173	\$ 3,860	\$ 2,050	\$ (1,360)	-54.4%	
6502	Printing	\$ 1,558	\$ 1,558	\$ 282	\$ 1,558	\$ 1,301	\$ -	0.0%	
6503	Postage	\$ 105	\$ 105	\$ 28	\$ 105	\$ 39	\$ -	0.0%	
6504	Equipment	\$ 7,500	\$ 8,925	\$ 984	\$ 8,925	\$ 5,963	\$ (1,425)	-19.0%	
6505	Telephone	\$ 1,810	\$ 1,500	\$ 660	\$ 1,500	\$ 1,771	\$ 310	17.1%	
6506	Administrative Fees	\$ 442	\$ 442	\$ 35	\$ 426	\$ 113	\$ -	0.0%	
<b>6600</b>	<b>Information Technology</b>	<b>\$ 30,449</b>	<b>\$ 25,588</b>	<b>\$ 7,881</b>	<b>\$ 27,588</b>	<b>\$ 28,845</b>	<b>\$ 4,861</b>	<b>16.0%</b>	
6601	Webhosting	\$ 368	\$ 368	\$ 213	\$ 368	\$ 374	\$ -	0.0%	
6602	Software	\$ 18,081	\$ 17,220	\$ 5,475	\$ 17,220	\$ 16,102	\$ 861	4.8%	
6603	IT Services	\$ 12,000	\$ 8,000	\$ 2,193	\$ 10,000	\$ 12,370	\$ 4,000	33.3%	Software costs consolidated here
<b>6700</b>	<b>Commission</b>	<b>\$ 7,000</b>	<b>\$ 8,840</b>	<b>\$ 1,641</b>	<b>\$ 8,840</b>	<b>\$ 6,143</b>	<b>\$ (1,840)</b>	<b>-26.3%</b>	
6701	Commission Per Diems	\$ 6,500	\$ 8,000	\$ 1,550	\$ 8,000	\$ 5,779	\$ (1,500)	-23.1%	reduction to reflect usage
6702	Commission Travel	\$ 500	\$ 840	\$ 91	\$ 840	\$ 363	\$ (340)	-68.0%	reduction to reflect usage
<b>6800</b>	<b>Passthrough Expenses</b>	<b>\$ 183,899</b>	<b>\$ 73,657</b>	<b>\$ 70,209</b>	<b>\$ 199,872</b>	<b>\$ 197,005</b>	<b>\$ 110,242</b>	<b>59.9%</b>	
6801	Water Resource Monitoring	\$ 179,715	\$ 68,200	\$ 68,200	\$ 194,415	\$ 194,415	\$ 111,515	62.1%	Water monitoring funding likely to continue
6802	WisDOT Planning Services	\$ 4,184	\$ 5,457	\$ 2,009	\$ 5,457	\$ 2,590	\$ (1,273)	-30.4%	Adjusting the MPO/CARPC split of DOT funding
<b>6900</b>	<b>Other</b>	<b>\$ 16,253</b>	<b>\$ 17,553</b>	<b>\$ 12,113</b>	<b>\$ 16,583</b>	<b>\$ 17,340</b>	<b>\$ (1,300)</b>	<b>-8.0%</b>	
6901	Dues/Memberships/Subscriptions	\$ 5,686	\$ 7,186	\$ 2,654	\$ 6,843	\$ 2,859	\$ (1,500)	-26.4%	Revised assignment of software costs
6902	Contributions & Donations	\$ -	\$ 2,500	\$ -	\$ 1,000	\$ 651	\$ (2,500)	0.0%	Only costs here were dues/memberships - moved there
6903	Education/Info/Outreach	\$ 1,500	\$ 1,500	\$ 1,807	\$ 2,625	\$ 1,969	\$ -	0.0%	
6904	Recruitment	\$ 1,050	\$ 1,050	\$ 150	\$ 1,050	\$ 7	\$ -	0.0%	
6905	Insurance	\$ 7,409	\$ 4,709	\$ 7,366	\$ 4,457	\$ 11,449	\$ 2,700	36.4%	Review of policies planned for spring 2026
6906	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
6907	Amortization Expense	\$ 608	\$ 608	\$ 135	\$ 608	\$ 405	\$ -	0.0%	
<b>7000</b>	<b>Revenue Refunds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,524</b>	<b>\$ 35,524</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,038,337</b>	<b>\$ 1,917,764</b>	<b>\$ 701,609</b>	<b>\$ 1,984,375</b>	<b>\$ 2,025,224</b>	<b>\$ (120,573)</b>	<b>-5.9%</b>	

\$ 887 \$ 8,068 \$ (103,109) \$ 83,485 \$ (52,665)

**Re: Regional Development Framework Key Performance Indicator Update – Staff Presentation and Discussion****Requested Action:**

None.

**Background:**

State statutes charge regional planning commissions with “the function and duty of making and adopting a master plan for the physical development of the region.” In 2022, CARPC adopted the 2050 Regional Development Framework (RDF) as the region’s advisory land use guide. The 2050 Framework draws on public priorities, local government input, and growth projections to establish goals, objectives, and strategies for accommodating future growth in the Dane County region. CARPC’s ongoing role is to implement the RDF through planning, assistance, education, and performance tracking.

**Staff Comments:**

Staff have identified key performance indicators (KPIs) to help to track progress towards RDF goals. Recent work has been focused on implementing the KPIs in an online public dashboard. Staff presentation will include an update of finalized and in-progress KPIs.

**Attachments:**

None.

**Staff Contact:**

Liz Levy  
Environmental Resources Planner  
[LizL@CapitalAreaRPC.org](mailto:LizL@CapitalAreaRPC.org)

**Next Steps:**

Staff will continue to work on the dashboard, aiming to complete all feasible KPIs by the end of 2026 in preparation for the RDF Update in 2027.

**Re: Chair and Executive Director Reports****Requested Action:**

None.

**Background:**

None.

**Staff Comments:**

This is an opportunity for the Commission Chair to provide updates on items not otherwise addressed in the agenda of this meeting, including any noteworthy activities or discussions of the Executive Committee or other active committees.

The Executive Director provides a monthly report briefly describing the various activities of the agency and will present noteworthy highlights from that report.

**Attachments:**

1. Executive Director's Report

**Staff Contact:**

Jason Valerius  
Executive Director  
[jasonv@capitalarearpc.org](mailto:jasonv@capitalarearpc.org)  
608-474-6010

**Next Steps:**

N/A



# Executive Director Monthly Report to CARPC Commissioners

## Thursday, June 11, 2026

(updates from the previous month in blue text)

Highlighted text indicates items Jason plans to talk about during the meeting.

### AGENCY STAFFING

- Ella Braun started as Environmental Resources Technician on June 1. She will be working on the Stream Crossing Inventory this summer.
- Maydm intern Zaida Hendrickson starts June 22

### PROGRAMS AND SERVICES

#### Regional Development Framework ([link to website](#))

- **Performance indicators** – Work on the KPIs will continue throughout 2026, leading up to and informing the RDF update in 2027.
- **Regional Population Projections** – CARPC collaborated with Dane County, City of Madison, the MPO, and UW faculty to prepare [population projections](#) that reflect Dane County’s unique growth factors. Staff are now working with the MPO to allocate population, housing units, and jobs based on these projections to Transportation Analysis Zones (TAZs). These allocations support transportation modelling, updating the 2055 Regional Transportation Plan (RTP), maintaining the Transportation Improvement Program (TIP), and estimates for sewer service planning.
- **East Metro/Door Creek Corridor Planning** — Ongoing collaboration with the UW Department of Planning and Landscape Architecture continues. Seniors in the professional Bachelor of Landscape Architecture (BLA) and second year students in the Master of Urban and Regional Planning (MSURPL) programs will work to identify Framework implementation opportunities in the eastern portion of the metro area, east of I-90/94, from Sun Prairie to McFarland.
- **Farmland Stewardship** – Staff continue working on updated data and maps, an inventory of current Dane County ag preservation and sustainability efforts, and recommended actions CARPC can take to further farmland stewardship this year.

#### Planning Assistance

- **In Progress:**
  - [Rock County Comprehensive and Farmland Preservation Plan updates](#) (Apr 2025 – June 2026)
  - City of Evansville human-powered transportation planning (Mar 2025 – April 2026)
  - Town of Berry 2025/2026 comprehensive planning (Sep 2025 – Dec 2026)
  - [Montrose Public Meeting Facilitation in support of comprehensive planning process, June 4, 2026](#)
- **Ongoing:** Towns of Berry, Blue Mounds, Bristol, Springfield, and Sun Prairie zoning mapping services

- **Potential:** Comprehensive plan updates to comply with new statutory housing policy requirements by 1/1/28

## Intergovernmental Agreement Efforts

- **Town and City of Sun Prairie** – The parties are pursuing this as a Cooperative Plan under 66.0307. The City and Town have scheduled a joint public hearing for Tuesday, July 14..
- **Village of Oregon and City of Fitchburg** – The Village and City have requested the continuing involvement of CARPC on a fee-for-service basis to participate in and help facilitate discussions for an intergovernmental agreement.
- **City of Stoughton and Towns of Rutland and Dunkirk** – The City has requested CARPC assistance to facilitate discussions about City growth at the southwest corner of the City.

## Education, Information and Connection

- **Spring event tabling**
  - 5/21 Waunakee Public Works Open House
- View regular updates on CARPC’s [Facebook/LinkedIn](#), [newsletters](#), and our [website](#).

## WI Salt Wise Partnership

- **Salt Wise Summit at the Capitol**
  - Early planning stages for an advocacy day at the Capitol in late July
  - Informational session open to legislators, legislative aides, and the general public
  - Supporting Salt Wise partners and allies to meet with legislators before and after the info session
- **Fall Event Planning**
  - Meeting with partners to discuss fall training needs
  - Checking back in with 2025 fall training participants on how the season went
- **Webinars** (<https://www.wisaltwise.com/Wednesday-Webinars>)
  - July 8 – Salt Wise Stories: Village of Walworth
  - August 5 – 100% Liquids Sidewalk Deicing: Lessons Learned from the Past 10 Years
  - September 2 – Battle of the Blades
- **Media Coverage**
  - NPR Short Wave Podcast Episode showcases WI Salt Wise - [Episode: The world’s freshwater is getting saltier. Why?](#)
  - NET Gain podcast: [Win/Win/Win Deicing: Save Money, Save Damage, Save the Environment](#)
- **Wisconsin Salt Wise Strategic Plan**
  - April 1 – Strategic Plan Roll Out Meeting
  - June – Initial meeting of the Salt Wise Advisory Board

## Water Quality Plan Updates & Amendments

- **SSA Amendments** (all assumed Major SSA Standard process, unless otherwise noted)
  - Active: C-Sun Prairie (Business Park); T-Westport Minor (“Tuggle Rd/Hope Ct”)
  - Pending: V-Cross Plains (“PI/Haen Development - Marchstone”); V-Oregon (Jenkins/Connors Lands)

- Future: V-McFarland; C-Madison (multiple); C-Sun Prairie (multiple); C-Middleton (“Balzer Road”); V-Belleville (north and east areas); V-Windsor (“North Towne Rd/Gray Rd”); V-Oregon (Oak Hill Correctional Institute); T-Vienna (Madison Street); T-Pleasant Springs (Lake Kegonsa LSA – “Yahara Dr” and “Skyline Dr”)
- **MMSD Effluent Discharge (2308 “Nine Springs WWTP Effluent Revision”) & Badger Mill Creek Health & Resilience Projects** – Amendment to the Dane County Areawide Water Quality Management Plan, which allowed MMSD to cease its discharge to Badger Mill Creek. [CARPC is anticipating being fund holder and manager of \\$1M funds earmarked for Badger Mill Creek resilience projects dedicated by MMSD.](#)
  - DNR conditionally approved the amendment (link to [DNR decision letter](#)); MMSD has satisfied conditions of approval
  - Verona continuing to litigate the decision; filed brief in Court of Appeals in December 2025; DNR provided response brief in February 2026
  - CARPC and MMSD staff are drafting the outline of an agreement for each commission to discuss in Q2 or Q3 2026 whereby CARPC will manage projects that promote the resilience of Badger Mill Creek using funds provided by MMSD
- **Environmental Corridors Report** – Updated Environmental Corridors Report has been approved and adopted as part of DCWQP (link to [Final Report](#)). Staff will revisit to verify conformity with newer updates to Policies & Criteria for Environmental Corridors (pending adoption; anticipated beginning work 2026).
- **Environmental Corridors Policies & Criteria** – Updating the existing Policies and Criteria for Env Corridors (adopted in 2008, part of the *Dane County Water Quality Plan*). The draft was released to stakeholders on April 2 and published to the public in the April Commission packet on April 3. A public hearing was held in May; Commission action is proposed for June. [Final DNR approval of amendment to DCWQP anticipated in July.](#)
- **DCWQP Summary Plan Update** – Updating the [Summary Plan](#) (last updated 2004) to update information and figures, refine focus and applicability per the current regulatory environment and needs/conditions in the region, and incorporate current themes (e.g., climate resilience and environmental equity) into the DCWQP. CARPC was awarded a DNR grant using IIIA funds (Infrastructure Investment and Jobs Act) (\$48,000 over 2 years) to partially fund this work. [Outreach campaign is underway, with a survey, workshops and Technical Advisory Group happening in summer 2026. Draft of final report anticipated by end of 2026.](#)
- **SSA Amendment Process Analysis (Ad-Hoc Water Quality Committee)** – Proposed changes to the policies and criteria for how we administer and review proposed SSA Amendments. Final DNR approval received in early April. Updated policy documents and support materials have been posted to the [SSA Planning webpage](#). [Additional follow-up activities include producing guidance materials, as necessary.](#)
- **Water Quality Plan Consistency** – [Work includes ongoing consultation with local municipalities, engineers/consultants, and the development community and reviews of various development proposals for consistency with the \*Dane County Water Quality Plan\*. The following highlights recent activity:](#)
  - [11 sewer extension reviews completed in May \(3 greenfield development, 0 infill development, 1 redevelopment, 7 reconstruction/other\)](#)
  - [0 wastewater facility plan reviews in May](#)
  - [Assessment of costs and revenue from sewer extension & other conformance reviews: draft report presented in May; Public Hearing and action on a Fee Resolution anticipated at the June CARPC meeting.](#)

## Regional Climate Resilience Planning

- **Black Earth Creek Green Infrastructure Plan (GI Plan)** – Continuing work with the Steering Committee on implementation of the GI Plan ([link to site](#)). Anticipate staying active through 5-year period referenced in Plan (2022-2027).
- **Tree Canopy Collaborative (TCC)/Dane County Tree Board (DCTB)** - Liz Levy is the Chair of the TCC ([link to website](#)), which meets every other month. [The DCTB \(chaired by Matt Noone\) has established a working group to develop Model Tree Conservation Ordinances.](#)
- **Neighborhood Forest Project** – Partnership with Eco-Latinos, Operation Fresh Start, Sustain Dane, and Urban Tree Alliance to involve residents in planting and maintaining 100-125 trees per year in south Madison. This project is funded through the Inflation Reduction Act (IRA) (3-year project for \$360,000). CARPC’s contribution includes time for coordination, database development, and mapping assistance. CARPC will receive \$2,500 a year for our assistance for a period of three years.
- **Midwest Climate Collaborative** – Caitlin Shanahan is on the MCC Steering Committee through 2028. Nick Bower presented CARPC’s work on Regional Water Quality Planning (in collaboration with WDNR) at the 2026 Midwest Climate Summit in Cleveland, OH.
- **Stream Crossing Inventory** – Using the Great Lakes Stream Crossing Inventory protocol ([link to dashboard](#)), CARPC and Trout Unlimited staff are conducting a road-stream crossing inventory at town, county, and some state roads in Dane County ([link to project website](#)). This project is funded by the Infrastructure Investment and Jobs Act, WEM Pre-Disaster Flood Resilience Grant, and FEMA Building Resilient Infrastructure and Communities program. Field work resumed in early April. [Hiring process complete for the Environmental Resources Technician position. Trout Unlimited field crew to resume data collection in early June in sub watersheds \(HUC 12\) extending partially outside of Dane County. Presentation describing results of inventory in Town of Dunn scheduled for June 16 Town Board meeting.](#)
- **Old Growth Forests and Oak Savannah Mapping** – CARPC is collaborating with the Wisconsin State Cartographer’s Office, with funding support from the John C. Bock Foundation, to create a statewide old growth forest and prairie remnant mapping tool that serves land stewardship and conservation efforts.
- **Dane County Rural Free Tree Program** – A collaborative pilot project between the Dane County Planning Department, Dane County Land and Water Resources, CARPC and the Dane County Tree Board to offer free heritage oak progeny trees to the owners of all parcels newly rezoned to Rural Single-Family Residential. Participant feedback has been very positive.
- **School Tree Nursery Program** – CARPC is partnering with UW-Stevens Point LEAF (Learning, Experiences, & Adventures in Forestry) educators, with funding support from a CD Besadny Conservation Grant, to build a Dane County School Tree Nursery Program and develop K-12 curriculum that incorporates tree nurseries and environmental education. On 1/15/2026 CARPC was awarded \$5,000 dollars from the Wisconsin Arborists Association to support additional materials and operational funding for school tree nurseries.

**GIS Workshops for K-12** – CARPC, the State Cartographer’s Office, Sustain Dane and Maydm will be applying for grant funding to host three, three-day workshops supporting youth that are either underserved, female, or of color. CARPC has organized GIS workshops for youth during the summers of 2024 and 2025; this is the first time CARPC will be partnering with Maydm. [A grant from the Alliant Energy Community Grant program was awarded to CARPC for \\$5,000 to fund the 2026 effort. 27 Maydm](#)

students and 8 Powerful Teen Leader students will be participating in a series of 2-day workshops over the summer.

#### Media Coverage

- [Our Wisconsin](#), April/May Publication: *From Little Things Big Things Grow*. This article was discussed on the [Larry Meiller Show on May 5](#) (starts around minute 26).

## Cooperative Water Resources Monitoring

- **Dane County Water Resources Monitoring Program** - Ongoing with USGS and partners, with CARPC acting as facilitator and funding coordinator. Existing agreements expired at the end of 2025. Staff are continuing to coordinate with USGS and local partners to renew their agreements as there is uncertainty with long-term funding avenues due to partner limitations. **A one-year agreement for 2026 has been reached, with agreements between CARPC and local partners, and between CARPC and USGS forthcoming. Further discussions regarding future years ongoing, including exploration of alternative analysis methods to reduce costs of program.**
- **Black Earth Creek Watershed Monitoring Program** – Ongoing with USGS and partners, with CARPC acting as facilitator and funding coordinator (contract runs 2024-2028). Awarded DNR Surface Water Grant for nearly \$18,000 for 2026; **DNR covering lab costs up to \$11,055. Anticipate being able to cover costs in 2026 by using previous years surplus; however, a large funding deficit is anticipated in 2027 and 2028 (~\$50k). CARPC is coordinating with USGS to provide a revised scope which would still meet needs of stakeholders but at a lower cost (likely to include reduction in monitoring points).**
- **Regional Strategic Monitoring Framework** – Development of a strategic framework to guide stream monitoring activities across Dane County; project in close collaboration with Dane County LWR staff, and currently on pause awaiting further direction from County staff.
- **Starkweather Creek Community-Based Water Chloride Monitoring Initiative** – Collaborative project to continuously monitor chloride point sources throughout the Starkweather watershed at 8 different locations ([link to website](#)). A 15-member Starkweather Technical Committee meets on a bi-monthly schedule (most recent meeting: 12/18). Four conductivity meters have been adopted by partner organizations. One DNR Surface Water Grant, for \$10,000, was awarded for FY26. An additional \$25,000 was awarded in 2026 from the DNR (IIJA funds) to support equipment purchases, staff funding and continued monitoring efforts. Orders for new monitoring equipment are underway. The Starkweather Creek Technical Committee’s proposal for the Starkweather Creek watershed as a Nelson Institute’s Water Resources Management (WRM) Practicum topic for 2026-2028 was accepted. **A kickoff meeting will be held in June or July with UW for project planning.**

## PARTNERSHIP UPDATES

- **MPO** – The MPO is updating their Regional Transportation Plan, to be completed by May 2027. CARPC will be assisting with aspects of that process, including demographic projections and public meetings, **starting with the public kickoff meetings for this on June 15 and 17. The MPO is currently working on a guide for local communities to manage electric-assist devices such as bikes and scooters (this need came up during the 2025 Fall Forum with CARPC).**
- **Dane County Office of Energy and Climate Change** – CARPC and OECC met with an Energy and Environment Policy Advisor from the British Consulate General on 5/14 to discuss regional climate and

energy priorities and get feedback on work the Consulate is doing in the US related to heat networks, building transparency, and grid reliability. Connection made through the Midwest Climate Summit.

- **Dane County Planning & Development** – quarterly meeting of CARPC and DCPD staff held on May 7. DPD and CARPC staff are assisting Emergency Management with updating the Dane County Natural Hazards Mitigation Plan (fall 2025 – EOY 2026). County has begun the 2025 Land Use Inventory and will assign CARPC townships to update.
- **Dane County Human Services, Housing Access & Affordability Division** – Jason assisted the County’s Farmworker Housing Study by helping to facilitate discussions about zoning and development regulation strategies – these discussions occurred in February and March 2026.
- **Dane County Advisory Committee on Data Centers** – Caitlin and Commissioner Richson are serving on an ad hoc committee created by the Dane County Board for the purpose of impartial fact-finding, researching, analyzing, and providing recommendations on the impacts of data center development in Dane County. Meetings to occur monthly. [Link to 1/28 Leader Independent article.](#)
- **Madison Region Economic Partnership (MadREP)** – MadREP transferred most of its economic development functions to the Greater Madison Chamber of Commerce, as described in [this December 12, 2025 joint announcement](#). MadREP wind down of administrative functions and asset distribution continues, including efforts to transfer a USDA-funded Revolving Loan Fund to CARPC. **As of June 1 we were still waiting on MadREP board members to provide information requested by USDA and CARPC to make this transfer possible.**
- **Greater Madison Chamber of Commerce (GMCC)** – We anticipate participation in discussions with GMCC in the coming months about coordination of regional economic development activities. Jason has a monthly coordination meeting set up with GMCC staff leadership.
- **MMSD** – Jason meets with Executive Director Eric Dundee regularly to discuss shared CARPC/MMSD interests and initiatives. We are planning a joint event in fall 2026 co-sponsored by CARPC, MMSD and Dane County Land and Water Resources Dept. focused on regional topics related to wastewater collection and treatment.
- **Clean Lakes Alliance** – Continuing to pursue collaboration opportunities in support of the *Renew the Blue* plan ([link to site](#)), with a focus on data and green infrastructure. Jason is co-chairing a new Renew the Blue Council in 2025 and 2026 to prioritize and drive the implementation of actions related to phosphorous reduction, and CARPC is collaborating with Dane County Land and Water Resources and other participants to help develop land use data and indicators related to water quality. The Council was formally kicked off at an event on February 4; the second meeting was March 11, the next working meeting is August 12. Jason presented at the annual State of the Lakes event on May 13 regarding population and land development trends.
- **Madison Area Builders Association** – We met in January with a focus group of developers, attorneys and engineers assembled by MABA to discuss the proposed updates to the sewer service area (SSA) amendment policies and other aspects of the *Dane County Water Quality Plan* and its effect on development. We met again in February **and early June** to explain the proposed updates to the Environmental Corridors Policies and Criteria. [We anticipate continued collaboration with MABA members on production of guidance materials to assist with interpretation of SSA and EC policies.](#)
- **Groundswell Conservancy** – CARPC donated 75 tree protection tubes to Groundswell (from a supply donated to us by Regius Rubber of Waterloo) to help protect plantings on several Groundswell

restoration projects. [We plan to collaborate with Groundswell this year on the identification and prioritization of lands for conservation easement protection.](#)

- **The Nature Conservancy** – CARPC met with TNC Conservation Science Director Peter Levi. TNC will assist CARPC with outreach of the old growth mapping project and has capacity to assist CARPC with a model forest preservation ordinance development that could be shared with Dane County communities.
- **Driftless Area Land Conservancy** – DALC staff participated in a “partners” focus group in February 2026 regarding our update of the Environmental Corridors Policies and Criteria.
- **Maydm** – [Maydm](#) provides girls and youth of color in grades 6 -12 with the skills, experiences, and connections to pursue careers in and change the face of STEM (Science, Technology, Engineering, Math). CARPC has signed a memorandum of understanding with Maydm to host a summer 2026 intern, with intern pay provided by Maydm. Melissa Michaud will be coordinating the intern. [Zaida Hendrickson starts her time at CARPC on Monday, June 22.](#)

## OPEN RECORDS REQUESTS

- [In May, we received an open records request for all staff communications related to data center developer QTS. We compiled the requested records and shared them with the requester at no charge.](#)