

MINUTES
of the
Capital Area Regional Planning Commission

June 11, 2026

Zoom Webinar

6:00 pm

Commissioners Present: Steve Greb, Audra Dalsoren, Maureen Crombie, Cynthia Richson, Bill Tishler, Noah Lieberman, David Pfeiffer, Topf Wells, Heidi Murphy, Jim Schuler

Commissioners Absent: Alison Volk, Peter McKeever, Joann Pritchett

Staff Present: Jason Valerius, Matt Kozlowski, Melissa Michaud, Nick Bower, Liz Levy, Prachi Mehendale

Others Present: Caleb Frostman, Michael Miller

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 6:00 pm. A quorum was established.

2. Public Comment on Matters not on the agenda.

None

3. **PUBLIC HEARING (6:01 pm)**

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

Nick Bower presented an overview of the updated policies and criteria.

Chair Pfeiffer opened the public hearing at 6:18 pm.

No public comments made.

Chair Pfeiffer closed the public hearing at 6:19 pm.

Commissioner Wells asked for more details about environmental corridor reviews that don't involve a sewer extension and the decision not to charge a fee for these reviews. Nick Bower answered that there isn't a way to know for sure that fees for optional reviews would have a chilling effect, but noted that these reviews are within CARPC's stated goals to encourage discussion around these topics.

4. **Consent Agenda (all items below are actionable items) (6:32 pm)**

- a. **Minutes of May 14, 2026 CARPC Meeting**
- b. **Executive Committee Recommendations**

- (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

Motion: Vice Chair Murphy moved to approve items on the Consent Agenda. Commissioner Crombie seconded.

Discussion: Commissioner Greb asked for more detail on item 4.b(3) and if there are any specific plans for Stoughton's growth area boundary. Jason Valerius provided details about the geographic area in question, at the southwest corner of the City.

The motion carried unanimously.

5. CARPC Resolution 2026-11, Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans (*actionable item*) (6:35 pm)

Motion: Commissioner Crombie moved to approve Resolution 2026-11. Commissioner Lieberman seconded.

Commissioner Crombie	Aye
Commissioner Dalsoren	Aye
Commissioner Greb	Aye
Commissioner Lieberman	Aye
Vice Chair Murphy	Aye
Chair Pfeiffer	Aye
Commissioner Richson	Aye
Commissioner Schuler	Aye
Commissioner Tishler	Aye
Commissioner Wells	Aye

The motion carried 10-0.

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

Motion: Commissioner Dalsoren moved to acknowledge receipt of the April 2026 Financial Management Report. Commissioner Crombie seconded.

The motion carried unanimously.

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*) (6:38 pm)

Melissa Michaud presented an overview of the resolution and the proposed changes.

Commissioner Wells asked for clarification on why certain environmental features weren't considered for addition to the required environmental corridors lists rather than the voluntary list. Melissa Michaud answered that the items included in the required environmental corridor features are items that have legal protections whereas the voluntary items don't have the same legal protections. Chair Pfeiffer added that an emphasis has been placed on working with communities in advance of planning efforts rather than trying to regulate activities after the planning process has concluded and trying to regulate beyond the Commission's legal authority.

Motion: Commissioner Lieberman moved to approve Resolution 2026-12. Commissioner Crombie seconded.

Commissioner Crombie	Aye
Commissioner Dalsoren	Aye
Commissioner Greb	Aye
Commissioner Lieberman	Aye

Vice Chair Murphy	Aye
Chair Pfeiffer	Aye
Commissioner Richson	Aye
Commissioner Schuler	Aye
Commissioner Tishler	Aye
Commissioner Wells	Aye

The motion carried 10-0.

8. CARPC Resolution 2026-13, Approving the 2027 Preliminary CARPC Budget and Dane County Charge (actionable item) (6:55 pm)

Jason Valerius provided an overview of the preliminary budget and Dane County charge.

Commissioner Lieberman asked for more information about Water Quality Conformance Reviews revenues and how we arrived at the budgeted figure. Jason Valerius answered that there were fewer than anticipated sewer service area amendments last year. This year, there are a number of reviews waiting in the wings for development, and we're anticipating that next year will return to normal. Commissioner Schuler added that increased costs have had a chilling effect on development activities.

Motion: Vice Chair Murphy moved to approve Resolution 2026-13. Commissioner Dalsoren seconded.

Commissioner Crombie	Aye
Commissioner Dalsoren	Aye
Commissioner Greb	Aye
Commissioner Lieberman	Aye
Vice Chair Murphy	Aye
Chair Pfeiffer	Aye
Commissioner Richson	Aye
Commissioner Schuler	Aye
Commissioner Tishler	Aye
Commissioner Wells	Aye

The motion carried 10-0.

9. Regional Development Framework Key Performance Indicator Update – Staff Presentation and Discussion (7:08 pm)

Liz Levy provided an overview and update on the key performance indicators for the Regional Development Framework ("RDF").

Commissioner Wells asked for more details about voluntary environmental corridor protections. Jason Valerius provided an overview of how voluntary features are tracked in this process and how tracking and enforcement of voluntary corridors function within this process.

Commissioner Greb asked if conservation easements would function as an effective strategy for protecting voluntary environmental corridors that otherwise would be developed.

Commissioner Schuler noted that there's a tradeoff between walkable neighborhoods and density that creates some tension in categorizing what constitutes a complete neighborhood in terms of how people choose to live.

10. Reports (8:03 pm)

a. Commission Chair

Attended AWRPC this past month and had good discussions with other staff and commissioners from the other RPCs throughout the state.

- b. Executive Director
 - (1) Program and Services Updates
 - (2) Partnership Updates

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

- 11. Future Agenda Items (next meeting July 9, 2026, via Zoom Webinar, 6:00 pm meeting start time)
 - 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. MadREP/USDA Funding (July)
 - f. Visits/Presentations by Allied Organizations – TBD

12. Adjournment

Motion: Commissioner Richson moved to adjourn. Commissioner Lieberman seconded.

The motion carried unanimously.

Minutes prepared by Matt Koz and reviewed by Executive Director.

Respectfully Submitted


Cynthia Richson, Secretary