

Public Review Draft

Capital Area Regional Planning Commission

**DRAFT 2011 Annual Unified Planning Work Program
and
Overall Program Design 2011-2016**

Public Review Draft September 9, 2010

CARPC DRAFT 2011 Annual Unified Planning Work Program

and

2011-2016 Overall Program Design Report

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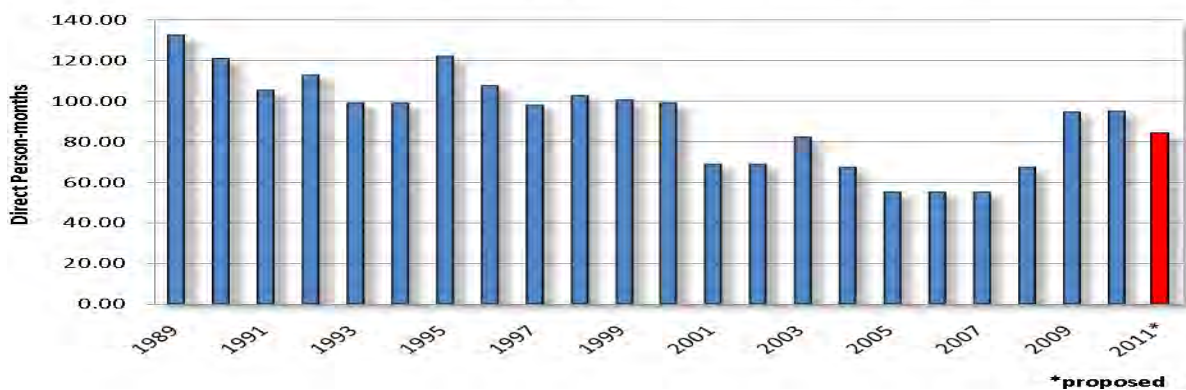
Introduction

The Capital Area Regional Planning Commission (CARPC) was created on May 2, 2007, by Executive Order #197 (see Appendix 1) of Wisconsin Governor James Doyle pursuant to §66.0309 Wis. Stats. The creation was requested in the form of adopted resolutions (see model Resolution in Appendix 2) by local units of government in Dane County representing over 87% of the population and equalized property valuation in the county. The territory of the CARPC is Dane County and the cities and villages with incorporated areas in Dane County. The Commission is composed of thirteen Commissioners appointed by the Mayor of the City of Madison (4), the Dane County Executive (3), the Dane County Cities and Villages Association (3), and the Dane County Towns Association (3).

The function of the Commission is to serve as the regional planning and areawide water quality management planning entity for the Dane County region, consistent with §66.0309, Wis. Stats. and state Administrative Code NR 121. The Commission is charged with the duty of preparing and adopting a master plan for the physical development of the region, and maintaining a continuing areawide water quality management planning process in order to manage, protect, and enhance the water resources of the region, including consideration of the relationship of water quality to land and water resources and uses.

The CARPC was created as a successor agency to the Dane County Regional Planning Commission which was dissolved October 1, 2004. The staff of the former RPC carried on the planning functions of the agency in the absence of a policy body between October 2004 and May 2007. Staffing levels (not related to transportation planning) had fallen since the start of the dissolution drive in 1998, reflecting the attrition associated with an agency preparing to shut down. Staffing levels fell to 67.5 direct person-months in the dissolution year of 2004. CARPC was created in 2007 with not only water quality planning duties and the statutory responsibility of master planning for the region, it was charged with undertaking a Future Urban Development Area (FUDA) planning process for each sewer service area in Dane County. Recognizing the requirements associated with this work, the Commission began addressing its staffing levels in 2008 by hiring a Senior Community Planner, a project-based Junior Planner, and an Environmental Engineer. However, the 2011 Work Program reflects limitations placed on the CARPC budget and proposes 84.2 direct person-months, which reflects a vacant Executive Director position and four furlough days. This level of staffing represents 69% of 1995 levels, the last time the Commission engaged in a major planning initiative (the Vision 2020 planning process).

RPC/CAPD Direct Person-Months



Note: Direct person-months figures do not include the following: 0.5 Executive Director; Administrative Services Manager, Program Assistants, Accounting Specialist, and Transportation Planning staff.

Overview of Duties and Responsibilities

The basic mission of the Capital Area Regional Planning Commission (CARPC) is areawide planning and coordination. Through its plans the CARPC provides a comprehensive, long-range, areawide perspective to governmental decision-making in the region. The activities of the Commission are framed by federal laws, state statutes, and administrative rules pertaining to water quality planning and master planning for the physical development of the region. The Commission's responsibility is to work closely with local units of government and state and federal agencies to facilitate and coordinate the sharing of technical resources, the collection and dissemination of data and information, and the coordination of programs and plans for the orderly and appropriate development of the region. The Commission's plans and policies are divided into two general categories:

1. Quasi-regulatory elements related to the Federal Clean Water Act and associated state statutes and rules (NR 121, NR 110, Comm 82, Ch. 200 Wis. Stats.). These are approved by the Wisconsin Department of Natural Resources as part of the Areawide Water Quality Management Plan for the Region.
2. Advisory elements related to state statutes regarding regional planning and duties and responsibilities associated with creating a Master Plan for the region (§66.0309(9) and (10)). These are generated through collaboration with other units of government and implemented through their local actions.

The Future Urban Development Area (FUDA) planning process, a new regional initiative, is part of the charter that created the CARPC. The intent of the FUDA planning is to evaluate the environmental setting and assimilative capacity of areas around urban and urbanizing parts of the region as part of their long-range planning process. This evaluation will be used in a collaborative planning process aimed at directing future urban growth to areas where the adverse impact of development on resources is minimal, and where measures towards the mitigation of the adverse impacts of development are more likely to result in long-term protection of natural resources.

Our society depends on natural resources – specifically the lakes, streams, wetlands, and groundwater as well as the associated plants, wildlife, and mineral resources which afford countless opportunities for commerce, industry, recreation, and all other aspects of human activity and quality of life. These resources are also components of equally complex socio-economic systems which routinely cross jurisdictional boundaries and property lines. Of particular concern are those actions which individually may have only local effects, but which cumulatively impact much wider areas and systems. A long-standing issue in natural resources management is how to prevent such effects without unduly restricting the rights of landowners. It is only through collaboration among the diverse community interests that these quality of life issues in the region can be resolved.

The Need for Areawide Planning and Coordination

The need for areawide planning and coordination is rooted in three related challenges in large urban areas:

1. In large urban areas some problems cannot be solved within municipal boundaries, and that decisions made by one municipality can have adverse impacts on other municipalities and the environment. While land has traditionally been divided by political boundaries, to allow more efficient provision of government services and democratic representation, this has not lent itself very well to effective management of natural resources, urban infrastructure, and other multi-jurisdictional systems. Pollution and inefficient use of resources and infrastructure (land, water, air, habitat, fisheries, roads, utilities etc.) are examples of problems that spill over municipal boundaries. Areawide resource management agencies and regional governments have therefore become necessary in most metropolitan areas. This approach is aimed at maintaining local input and decision-making while addressing the shortcomings of fragmented governmental authority when numerous cities, villages, and towns compose a metropolitan area (61 municipalities and many more special purpose units of government function in Dane County). Especially in fast growing metropolitan areas such as this, the problems, challenges, and opportunities associated with urban development need to be cooperatively addressed and resolved.
2. Areawide coordination and planning is also crucial for the success of undertakings that are too large or complex for any one unit of government to address. Issues such as solid waste disposal, groundwater management, and preservation of the quality of life in the region are examples of challenges that require regional cooperation. Despite political tensions, the Dane County region has a long history of successful collaborative initiatives including areawide approaches to services such as solid waste disposal, wastewater collection and treatment, airport operation, lake management, zoo operation, public health services, 911 services, and many others. It is this same collaborative regional context which has supported an effective areawide planning agency for over three decades. By directing one of the fastest growth rates of the state to areas that can best accommodate such growth, the Dane County Regional Planning Commission (DCRPC) maintained and in some cases improved the health of the natural resources of the region and ensured efficient and cost-effective approaches to the provision of services.
3. A multitude of programs and projects are initiated each year at the federal, state, regional, and local levels. These programs have specific goals which usually interfere with one another. Areawide planning creates the needed venue and framework to coordinate these programs and goals into a congruent whole and supporting the goals and objectives of the region. This coordination is needed to integrate various federal, state, regional, and local plans, and to improve the effectiveness, mutual reinforcement, and synergy among various planning efforts. It will also help make the plans more coherent and less confusing to the public and elected officials. With a concerted effort to ensure that the various public and private representatives have coordinated their efforts, their constituent groups and citizens will also be more likely to support it – thus unifying efforts to achieve the quality of life we desire in the region.

The Capital Area Regional Planning Commission is the successor entity to the DCRPC created to continue these critical functions and services. The 2010-2016 CARPC Work Program reflects the planning issues and priorities for the region in support of this renewed effort.

Planning Issues, Priorities, and Opportunities

The planning-related issues and priorities which guide the development of the Unified Planning Work program activities have been well established over nearly four decades of planning in the region. In addition, updates to major regional plans, which have guided growth and development in the region, have helped refine planning issues and priorities. These major plans include the *Dane County Land Use and Transportation Plan*, the *Water Quality Plan*, the *Regional Transportation Plan*, and the *Parks and Open Space Plan*. Annual updates of the *Regional Trends* report have also helped highlight issues and trends.

This discussion draft Planning Work Program and Overall Program Design Report has been prepared in order to guide CARPC work in 2011 and outline the general scope of CARPC activities over a rolling six-year horizon. This draft document will be distributed to all units of government in the region for comment.

Dane County is an unusually large county in Wisconsin covering over 1,200 square miles. Much of the Commission's activities provide for coordination of planning for the 61 local units of government plus Dane County government. This area is one of the most rapidly growing in the state, experiencing significant suburbanization of development at the edges of the Madison urbanizing area and in outlying villages and cities. In addition, there is concern about scattered non-farm development occurring in the rural areas of the county.

The annual *Regional Trends* report and each of the major plans and programs of the Commission address planning issues and concerns. During the Vision 2020 public meetings the following planning elements were reaffirmed as elements to be incorporated into the updated *Dane County Land Use and Transportation Plan*.

- Preserve the quality of life in rural and urban areas
- Preserve environmental resources including land and water resources
- Preserve farmland and farms
- Provide a countywide development framework within which local units can develop
(Note: The *Plan* delineates urban service areas around cities and villages as areas designated to receive urban growth and development over the next twenty years.)
- Recognize differing land use plans which exist among local units
- Preserve open space separation between communities
- Plan for balanced mix of land use for all communities: commercial; residential; employment; open spaces
- Encourage traditional neighborhood design in new and redeveloping neighborhoods
- Encourage mixed-use developments with a range of housing types and costs
- Encourage transit-oriented development...particularly along rail corridors
- Extend transit to serve central area villages and cities, but not outer areas of the county
- Promote rail passenger service by means of commuter rail or light rail transit

In its review and updating of the *Dane County Land Use and Transportation Plan* in February 2008, The CARPC added the following new elements to the goals and objectives of the *Plan*:

- Include sustainability as a goal in planning considerations.
- Promote, conserve and restore the quality and quantity of regional water resources.
- Restore environmental resources where opportunities exist.

- Encourage increased density in new urban development and redevelopment to improve the efficient use of land at the urban edge, and to optimize the use of existing urban infrastructure and services.
- Encourage infill and redevelopment to improve the efficient use of land at the urban edge, and to optimize the use of existing urban infrastructure and services.
- Preserve and restore native biodiversity.
- Seek approaches to mitigate farmland loss to urban development.

Despite the long and consistent history of area-wide planning in the region, some of these activities have been dormant since the dissolution of the Dane County Regional Planning Commission in 2004, although plan implementation efforts continued after dissolution. The impacts of this dormancy have been made more adverse because it was preceded by drastic reduction of planning activity due to uncertainties regarding the potential for a successor regional institution. Consequently, although the remaining staff of the dissolved DCRPC continued to apply adopted regional plans in day-to-day activities, the policy elements of these plans have not kept up with recent challenges, or the advances and changes in the planning field. Nor has there been preparation for upcoming events and tasks which have critical importance for the region and for the work of the Commission.

There are five (5) important events or tasks within the six-year period of this work program that require significant preparation, staffing, and resources:

1. Collection and analysis of 2010 Population Census and associated activities related to the Census Clearinghouse functions of the CARPC, which is a State Data Center Affiliate.
2. Completion of the regional 2010 Land Use Inventory concurrent with the 2010 Population Census, necessary for land use and population projections, growth management, and water quality planning activities.
3. 2012 deadline for the completion of the first iteration of Future Urban Development Area Plans for urban service areas in the region as outlined in the CARPC formation agreement.
4. 2012-13 release of 2040 population projection for Dane County and associated activities related to generating population projections for individual units of government per NR121 requirements and through DOA approval.
5. 2014-2017 creation of a development framework for the region to replace the 1997 *Land Use and Transportation Plan*.

Additionally, changes and developments in the scientific, planning, institutional, and environmental landscapes of the region require consideration of new issues, including the following:

- The separation of the MPO from the RPC has decoupled the crucial interrelationship between decisions concerning land use and regional growth on the one hand and transportation on the other. Integration of land use planning activities with the transportation planning activities of the Madison Area Transportation Planning Board (MPO) will be necessary in advance of growth and population projection activities. Ideally, the work of creating a 2040 Regional Development Framework would be conducted jointly with the MPO. The result would be a 2040 Land Use and Transportation Plan, which integrates development and transportation issues in one

process and document as was done in the 2020 *Dane County Land Use and Transportation Plan*.

- New and emerging issues in environmental planning need to be addressed, including the following:
 - Climate change and its impact on water resources, habitat, and effectiveness of best management practices.
 - Greenhouse gases and local approaches and practices to reduce them.
 - Energy cost concerns and their impact on development and land use patterns and the production of food and fiber.
- Important environmental elements missing individual technical appendixes in the *Water Quality Plan* need to be introduced as new appendixes of the plan. These include the following:
 - Wetland protection and restoration.
 - Land cover protection and restoration, including forests and grasslands; and the potential impacts of climate change on these resources and activities.
 - Coordination of water quality planning activities (especially delineation of service area boundaries) with local Comprehensive Plans (as an expansion of the Appendix on Institutional Analysis).
 - Habitat quality, especially for aquatic habitats, and their relationship to upland habitat and land cover; including the potential impacts of climate change on these resources.
- The update of the Regional Groundwater Model needs to be completed. This model was a national pilot research model when it was undertaken in 1992. New scientific information and technological advances have made it necessary to update this model to allow a more rigorous analysis of groundwater sustainability in the region, and to allow a better analysis of the interaction and interrelationship between regional groundwater resources and surface water resources.
- Technical appendixes of the *Dane County Water Quality Plan (WQP)* need to be updated in preparation for the required (NR121) periodic update of the *Water Quality Plan Summary* in 2013 (after DOA has released 2040 population projections), and in preparation for the 2014 start of work on of a Regional Development Framework (replacement for the *Dane County Land Use and Transportation Plan*). In particular, the following technical appendices need to be updated:
 - Urban Non-point Source Analysis (App. D of the WQP; draft update in 2010).
 - Agricultural Non-point Source Analysis (App. E of the WQP, last updated 1988; this will be in collaboration with the DCL&WRD and by integrating FUDA plans into watershed plans).
 - Point Source Inventory and Analysis (App. C of the WQP; update needed following 2040 population projection for USAs; last updated 2004).
 - Groundwater Protection Plan, including new approaches to water balance in the region (App. G of the WQP; update needed following 2040 population projections for USAs and the availability of an updated Regional Groundwater Model; last updated 1999).
 - Water Quality Conditions and Trends (App B of the WQP; update initiated in 2010).
 - Legal and Institutional Analysis (App. J of the WQP; last updated 1978).

- Land demand and development analysis (update of the 1989 Central Urban Service Area Analysis, and expanded to include service areas in the region).
- Water Data Index (last updated 1989).
- Environmental Corridors Report (update in light of policies and criteria developed as part of Future Urban Development Area planning and the other updated appendices; last updated 1996).
- Public Participation Program (App. K of the WQP; last updated 1988, programmed to be updated in 2009).

The Dane County region is an area with extensive opportunities for public participation and discussion. With a broad array of local units of government, state and local agencies, and a myriad of interest groups—many public issues are subject to extended public discussions and debate.

The Unified Planning Work Program identifies the planning work activities to advance the major areas of planning concern in this region. ***The level of effort noted in each of the planning program activities is dependent upon receiving funding for the indicated level of staffing. Changes in the amount and source of available funding will cause changes in the level of effort for planning program activities.***

2011-2016 CARPC Overall Program Design

This 2011 Unified Planning Work Program represents the first-year planning activities of the 2011-2016 Overall Program Design report of the Capital Area Regional Planning Commission. This is presented in a format to highlight the planning program activities to be undertaken in 2011 and to note the basic 2011-2016 overall program activities expected in future years.

The CARPC work program is organized into three main categories:

Category 1000 activities are those of the Community and Regional Development Planning Division including work focused on issue areas and recommendations contained in the 1997 *Dane County Land Use and Transportation Plan*, creation of a Master Plan for the physical development of the region, as well as local and county planning assistance, and collaborative planning associated with Future Urban Development Area (FUDA) plans for each community.

Category 3000 includes activities of the Environmental Resources Planning Division, including natural resources monitoring and inventories, ground and surface water quality and quantity management, point and non-point source pollution control, resource protection, and other environmental planning issues contained in the *Dane County Water Quality Plan*. This category also reflects natural resource monitoring and screening work associated with FUDA Environmental Conditions Reports and related activities.

Category 4000 provides for expenses which are not charged to direct work elements or to administration and indirect costs.

The work program *does not* include transportation planning activities or activities related to the Farmland Preservation Plan, although transportation activities and farmland preservation planning are closely related to environmental planning as well as community and regional development planning activities and concerns. Transportation planning activities were part of the work of the Dane County Regional Planning Commission and were separated out by the creation of the Madison Area Metropolitan Planning Organization (MAMPO) upon the re-organization of the DCRPC in 1999. The CARPC contracts with the Madison Area Transportation Planning Board (TPB, formerly MAMPO) for transportation planning work associated with amendments to the *Land Use and Transportation Plan* and for the rural portions of the region. This work element is reflected in the TPB Unified Planning Work Program. The CARPC also receives funding from the Wisconsin Department of Transportation to integrate CARPC planning activities with those of the TPB. These integration activities are covered as a work element under Community and Regional Development Planning. Activities associated with the Farmland Preservation Plan are performed by the staff of the Dane County Planning and Development Department.

Furthermore, the work program does not include administrative activities conducted by the Deputy Director and the Administrative Services Manager. It is assumed that adequate staffing to support the administrative portion of the CARPC will be provided as the need arises. The sum of the administrative support costs partly comprise the “indirect” cost of the work of the RPC, and is accounted by adding it to the “direct” costs associated with the rest of the RPC staff and functions.

Category 1000: Community and Regional Development Planning

The category 1000 work activities encompass the planning work related to basic planning studies; the *Dane County Land Use and Transportation Plan*, the general land use plan for the region; demographic and growth studies; housing; local planning assistance; Future Urban Development Area (FUDA) planning with individual units of government; urban design, density, redevelopment, and infill studies; county planning assistance; project notification and consistency review; and public information and involvement. Category 1000 work activities are dominated by the required elements of the State Smart Growth Law, the required elements of the Regional Master Plan, required work associated with the 2010 population Census and Land Use Inventory, and the preparation and deadlines associated with the Future Urban Development Area planning.

Subcategory 1100: Basic Studies and Analysis

Objective: Refine, complete and update where needed the basic planning studies for elements of the comprehensive plan to meet the needs of the region. Maintain an up-to-date Geographic Information System for data and maps.

Previous work includes land use inventories for 1970, 1980, 1990, and 2000 as well as a special 2005 inventory. Digitization of natural resource data, service area boundaries, and environmental corridors layers were completed in 2000. Special inventories have also been performed for local assistance projects. Urban development monitoring has been done since plan adoption in 1973. Other studies were done for local projects. The 2000 and 2005 land use inventories were completed in GIS for use and integration with the countywide system.

Work Element 1110: Land Use Inventories and Development Monitoring

A major work activity for 2011 will be the completion of the 2010 countywide land use inventory. The inventory, which began in June 2010, involves the use of aerial photography, field review, and GIS data to produce maps and land use statistics. Work during 2010 will involve 1.97 person-months of effort by the GIS Specialist, and 3.94 person-months of effort by Senior Planners. Workload in 2011 includes analysis of 2010 Census data (if available) for regional growth and development trends. It is expected that similar staff time will be expended in future years. Additionally, 6 person-months of effort is planned each future year from work-study/interns working on these projects.

Results: Completed land use inventory by summer 2011. If available, inventory data will be analyzed and presented in the annual *Regional Trends* report. Additional analysis of Census data and growth and development trends are included to track the impact of various policies and planning activities. A comprehensive report on growth and development trends will be prepared in 2012 to provide policy recommendations for the physical development of the region in coming decades.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	6	5.91	6	6	3	3	
Intern Person-months	6	1					

Work Element 1120: Demographic, Economic and Physical Features Studies

Work activities for 2011 will be to review, evaluate and disseminate 2010 Census information. Physical features mapping and analysis will be provided as needed for local assistance and other special projects. Approximately one-half person-months of effort from the Senior Planner and one person-month from the work-study/intern are expected for this work element. A comprehensive report of population trends for all units of government within the region will be prepared in 2012 based on the complete Census data (if available in a timely basis, otherwise this work may have to be postponed to 2013).

Results: Assistance with Census preparations, information dissemination regarding the 2010 Census, and physical features information.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.5	0.49	4	3	2	2	2
Intern Person-months	1	1	2	2	1	1	1

Work Element 1130: Geographic Information System Maintenance

This work includes the ongoing update of GIS layers on natural resources, land use, service area boundaries and environmental corridors for the region. Participation in interdepartmental staff meetings to coordinate the GIS activities of the RPC with the rest of GIS enterprises in the region. Less than two person-months of GIS Specialist and one person-month of work-study/intern effort is expected for this work element.

Results: Arc/Info compatible digital natural resource layers and environmental corridor delineations, land use, and service area boundaries, on the 2010 Dane County orthophoto base for the Dane County region.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	2	1.97	2	2	2	2	2
Intern Person-months	1	1	1	1	1	1	1

Subcategory 1200: Land Use and Transportation Planning

Objective: Pursue local review and endorsement of the *Dane County Land Use and Transportation Plan*, as well as refinement and implementation, to meet both local and regional objectives, as the basic land use planning element of the comprehensive plan for Dane County.

Previous work includes major reevaluation, citizen survey and major revision of the Land Use Plan. The *Regional Development Guide*, adopted in June 1985, updated, expanded and replaced the previously adopted county Land Use Plan (1973). The *Guide* was reviewed and a number of amendments were made in 1992 and again in 1994.

The *Dane County Land Use and Transportation Plan* was developed through intensive RPC staff effort over several years (Vision 2020) and was adopted in June 1997. The CARPC reviewed and amended the *Plan* in 2007-2008, and adopted the updated *Regional Transportation Plan 2030* prepared and adopted by the MATB as an update of the transportation portion of the *Plan*. The *Dane County Land Use and Transportation Plan*, as updated, is the areawide development framework for the CARPC.

Work Element 1210: Land Use and Transportation Plan

Work activities in 2011 will continue to focus on refining and implementing the amended *Land Use and Transportation Plan* in the region. The *Plan* originally integrated land use and transportation planning but with the independent development of the *Regional Transportation Plan 2030* and other new planning initiatives and updates, it is no longer integrated with the newer plans. Work will deal with land use and growth policies, community separation issues, farmland loss mitigation, redevelopment, infill development, and increased development density. Work will include the development of a comprehensive strategy and general methodology for the integration of land use and transportation planning at the regional level in collaboration with the MATB. Less than 2.5 person-months of combined effort from the Senior Planner (Less than one-half person-month each for Element 1210 and Sub-Element 1213) and the Junior Planner (1.97 person-months) is expected.

New planning initiative starting in 2014 will be the start of a 4-year project to develop and adopt a new 2040 regional development framework with collaboration from the MATB (an update to the 1997 *Land Use and Transportation Plan*).

Results: Analysis, working papers, refined policies and more detailed plans and implementation recommendations.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	5.5	2.46	3.5	3.5	11.5	11.5	11.5

Sub-Element 1213: Land Use and Transportation Plan Integration

This work element involves CARPC staff developing and planning a process for an update to the regional land use and transportation plan, which will require coordination and integration of the CARPC land use and environmental planning and TPB transportation planning activities. This will not duplicate the work of the MPO, but will rather integrate the land use planning and environmental work of the CARPC and the transportation planning work of the MPO into a cohesive, coordinated and comprehensive overall Master Plan for the region, to be adopted by the CARPC (the major plan update is programmed for 2014-2017).

Results: CARPC will develop a strategy and process for integrating the land use and environmental planning activities of the Commission with the work of the Transportation Planning Board. CARPC staff will also continue to attend RPC/MPO/DOT Annual Planning Conferences and other DOT meetings that help inform the staff about relevant transportation planning issues.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.5	0.49	0.5	0.5	0.5	0.5	0.5

Work Element 1215: Intergovernmental Cooperation

This work activity is focused on the intergovernmental cooperation aspects of planning as encouraged by the Smart Growth Law, and highlights the Commission’s role as an

intergovernmental planning organization. Activities under this Work Element would normally be undertaken primarily by the Executive Director, and would include refinement and implementation of the new objectives and policies of the *Dane County Land Use and Transportation Plan*.

Results: Inability to hire an Executive Director limits the Commission’s ability to pursue intergovernmental collaboration, cooperation, and conflict resolution in plan and policy development and implementation.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0	0	6	6	6	6	6

Work Element 1220: Plan Implementation

Work activities in 2011 will focus on urban service area, limited service area, and environmental corridor amendments to the *Dane County Land Use and Transportation Plan* as requested by various local units. Evaluations are conducted based on adopted policies and criteria. The process involves considerable consultation with local officials, staff, planning consultants, and interested citizens who seek information on adopted plans. The emphasis will be on community urban service areas in coordination with surrounding towns. Less than three person-months of joint Senior Planner and Junior Planner effort, and less than 1 person-month each from the GIS Specialist and Graphic Designer are scheduled for 2011.

Results: Review and revision of urban service areas and coordination of plans among adjoining communities.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	5	4.92	5	5	5	5	5

Work Element 1230: Housing Element and Planning

This work element seeks to include policies in regional plans to facilitate meeting housing needs such as affordability and preserving existing housing with emphasis on the needs of low- or moderate-income persons, plus those with special housing needs. The work element also focuses on addressing the Housing Element of the State Smart Growth Law as part of the Regional Master Plan.

Because many of the policies of the Commission have impacts on, and are influenced by real estate and development market forces, a regional housing market and economics study was initiated in 2009 through contract with UW, and is anticipated for completion by June 2011. In 2011, less than 1 person-month of effort by the Junior Planner is expected for analysis and reporting on the study and its focus areas.

Results: Data on housing, research, working papers, and assessment of approach to addressing the housing element in regional plans, to include recommendations based on the 2009-11 regional housing market and economics study.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	3	0.98	1	1	1	1	1

Work Element 1240: Natural Resources

Work activities in 2010 were programmed to include evaluation of whether current regional plans meet the requirements of the Wisconsin Comprehensive Planning Law concerning natural resource protection. This work has been completed. This work is not programmed for 2011 and subsequent years.

Results: Assistance with natural resource protection element of local comprehensive plans

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0	0	0	0	0	0

Subcategory 1300: Planning Assistance

Objective: To provide technical planning staff assistance to Dane County in land use and other special studies as requested. Provide direct planning assistance to local units of government on request. Assistance is contingent on staff availability.

Previous work includes assistance with the CDBG program, special studies such as 911, public health, Casino Development Impacts, Northwestern Dane County US Highway 12 Plan, redistricting of county supervisory districts, preparation of Comprehensive Plans for several towns, preparation of the *Dane County Parks and Open Space Plan* and a major update in 1996 and assistance with the 2000 and 2005 updates, participation in the Lower Wisconsin River Recreation Plan with DNR as the lead planning agency, and assistance in the design and printing of the Dane County Comprehensive Plan document (2008).

Work Element 1310: Countywide Assistance

No allowance is provided in 2011 for direct planning assistance to Dane County government.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.0	0.0	0.5	0.5	0.5	0.5	0.5

Work Element 1315: Agricultural Planning

While the Deputy Director was programmed in 2010 to review amendments to the *Dane County Farmland Preservation Plan*, no work activities are programmed for this Work Element in 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.5	0.0	0.5	0.5	0.5	0.5	0.5

Work Element 1320: Comprehensive Planning/Smart Growth Law Assistance

This Element involves local planning assistance and support data and information for local governments on request, with special emphasis on Comprehensive Planning required by the state Smart Growth Law. In some cases a contract may be required. Work can involve preparing an entire plan or assisting in parts of a planning effort. Work activities could be expanded if additional funding and staff become available.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Subcategory 1400: Information, Education, Outreach, and Public Participation

Objective: To seek understanding, participation, and implementation of plans, policies, and programs of the CARPC, through dissemination of information to public officials, government staff, stakeholder groups, and citizens, and by involving them at all stages of the planning process to obtain public response and commitment, and to create broad regional consensus and support.

Previous work includes publication of newsletters, annual reports, the *Trends Report*, news releases, public hearing announcements, conferences, forums, brochures, and other information materials for citizens and officials. The development and maintenance of the CARPC website also falls under this work element.

Work Element 1410: Economic Analysis

Work activities focus on collecting and providing economic data necessary for the county and communities to prepare the economic development element of the Smart Growth Law. This activity also provides data necessary to evaluate regional economic trends and to assess the interrelationship between regional development policies and economic development (economic impact analysis is a required element of water quality planning).

Results: Research, data collection and analysis, working papers, economic trends data in the annual *Trends Report*.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Work Element 1420: Project Notification and Review

Historically, work activities in this element have focused on regional clearinghouse activities and project consistency review functions as part of the project notification and review system in coordination with the State Clearinghouse. The state opted out of this process in 2007. CARPC continues review and notifications as needed and requested to further its intergovernmental coordination responsibilities.

Results: Regional notification, review, and comment on projects.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Work Element 1430: Public Participation, Education, Information Dissemination, and Outreach

This work element includes implementation of the CARPC Public Participation Program. It also involves the preparation of the *CARPC Newsletter*, *CARPC Annual Report* (statutory requirement), the *Trends Report*, arranging and conducting public information and outreach meetings, preparation and dissemination of informational and educational brochures, maintaining and updating the CARPC website, maintaining and expanding

interaction through the use of information technology, advertising and holding public hearings, and soliciting input from stakeholders and citizens in the region. In 2011, over seven person-months of planning staff time will be spent in this work element, in addition to nearly 5 person-months of graphics staff. This represents an increase over 2010, mostly to emphasize public participation and outreach efforts as part of the FUDA process.

Results: A CARPC Public Participation Program report, Annual Report, *Trends Report*, CARPC website, public hearing advertisements and meetings, outreach and information meetings on planning and policy issues.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	12	12.8	9	9	9	9	9

Subcategory 1500: Future Urban Development Area Planning Local Collaboration

Objective: To develop, in collaboration with units of government within each service area, long-range urban growth plans that direct urban growth to areas with the least environmental susceptibility. This work is to be performed in the context of local Comprehensive Plans, and is outlined in the CARPC formation agreement. This work element also has the potential to help coordinate local Comprehensive Planning activities with regional planning activities.

Previous work: Future Urban Development Planning is a new initiative. However, similar work has been conducted periodically in and around fast-growing urban service areas in the past. Most such projects resulted in community separation and open space plans and special environmental evaluation studies related to sensitive resource areas (such as the Nine Springs Creek E-Way, the Cherokee Marsh Plan, the Black Earth Creek Plan, etc.).

Work in 2011 is expected to involve up to six FUDA plans, involving one Senior Planner who will be central to this task (nearly 9 person-months), nearly 2 person-months of Graphic Designer, and less than one person-month of GIS Specialist. Additionally, unlike 2010, the Junior Planner will spend nearly 4 person-months in support of this work. Reductions in funding available for interns has consequently reduced programmed intern person-months from 6 in 2010 to 1 in 2011.

Results: The CARPC formation agreement has clear deadlines and prioritization for the completion of FUDA plans. This work is to be updated every 5 years.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	16	15.75	16	16	16	16	16
Intern Person-months	6	1	6	6	6	6	6

Category 3000: Environmental and Natural Resources Planning

The Category 3000 work activities are motivated by the need to protect the environmental and natural resources of the region, and improve the quality of these resources where they have been degraded. A significant part of this effort involves working with local, state, and federal units of government to promote inter-jurisdictional collaboration and cooperation, and to

coordinate the decisions and activities of various governmental entities to ensure effective resource protection and pollution control, and an integrated and comprehensive approach to resource planning.

Environmental and natural resources activities are based on a two-pronged strategy of resource protection and cost-effective pollution control. Controlling pollution at the source is almost always more effective and economical than trying to address the problem after the fact. Pollution control has to do with decisions regarding the efficient use of natural resources; material reuse and waste reduction, disposal, treatment, and associated technologies; land use, development, and site design; and urban and agricultural best management practices.

Resource protection recognizes that land and natural resources perform critical environmental and life-support functions for wildlife, and important economic, social, and recreation benefits to residents and visitors. Efforts focused on this two-pronged strategy protect, restore, and enhance the quality of the environment as well as the quality of life in both the rural and urban areas of the region.

Category 3000 work activities include monitoring of water resources and habitat, wastewater systems planning and assistance, water quality management planning, hydrologic studies, public water systems planning and assistance, groundwater quantity monitoring, FUDA planning, solid waste management, air quality and energy management activities, environmental impact evaluation, and activities to promote public involvement through outreach, education, and information dissemination regarding resource management and sustainability. Water quality management planning activities encompass nonpoint source pollution management (management of pollution from dispersed sources such as stormwater, deposition from air, sewage overflows and leaks, contaminated lands, etc.); planning, delineation, and administration of urban and limited service areas and environmental corridors; wetland protection; construction site erosion control; groundwater quality and quantity protection; on-site wastewater (e.g. septic) systems management; and stormwater management.

Category 3000 work activities are driven by the requirements of the federal Clean Water Act (CWA) and Wis. Adm. Code Chapters NR 121, NR 108, Comm 82, and Ch. 200, Wis. Stats., which outline the duties and responsibilities of areawide water quality management planning agencies in areas of the state designated by WDNR as having “substantial water quality control problems” (per CWA). The deadlines and requirements associated with the FUDA planning process (outlined in the CARPC formation agreement) mandate the development of “Environmental Conditions Reports” for the service areas in the region. These reports outline the environmental resources and susceptibilities in areas surrounding service areas. The reports are completed under Category 3000 work, and provide the basis for collaborative long-range planning activities conducted under Subcategory 1500 work effort under the Category 1000 work series.

Subcategory 3100: Water Resources Management Planning

Objective: To develop policies and carry out programs which address and alleviate the region’s water resources problems and identify future needs.

Previous work includes development of a cooperative water resources monitoring program, a comprehensive *Dane County Water Quality Plan* and required updates, wastewater facilities

plans for specific communities and for the Madison Metropolitan Sewerage District (MMSD), flood studies, watershed plans, delineation of urban service areas and environmental corridors, assistance to governmental units in implementing *Water Quality Plan* recommendations, stormwater management planning and assistance, development and publication of the *Wetland Protection Guide*, lake management proposals, on-site wastewater systems management plan, groundwater quality protection plan, regional hydrologic study and ongoing modeling and management programs, and water recreation studies.

Work Element 3120: Data Gathering and Analysis

Sub-Element 3121: Monitoring Program

This sub-element continues coordination of the cooperative intergovernmental water resources monitoring program. The RPC has been a “regional cooperator” since the inception of the program in the 1980’s when the federal budget for water quality monitoring was cut. Work in 2011 continue to outline the need for new monitoring to provide better assessment of monitoring of storm flows and biotics. Work will also include the continued coordination of the USGS Black Earth Creek study to monitor and analyze that resource.

Results: Annual monitoring program description, contracts, and agreements with participating units of government and the USGS. The funding for the monitoring program is provided by participating units of government, and CARPC provides the indicated staffing.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.3	0.29	0.2	0.2	0.2	0.2	0.2
Funding from Other Agencies	163,430	164,940	167,500	170,000	172,500		

Sub-Element 3122: Data Analysis

2011 work activities include cataloging, filing and analyzing water quality and flow data obtained through the cooperative monitoring program. Summary report of available data and information is published and distributed to cooperators, and updated water quality data are incorporated in the *Water Quality Plan*.

Results: Cataloged and filed water quality data. Summary report of recent water quality data posted on the CARPC website.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.5	0.49	0.5	0.5	0.5	0.5	0.5

Work Element 3130: Water Use and Supply

Sub-Element 3131: Water Supply Systems Planning

Work activities include planning assistance to local units of government in water supply planning activities, based on completed Regional Hydrologic Study and ongoing Regional Hydrologic Modeling and Management Program. Work effort is shared equally by Senior Environmental Planner and Environmental Engineer. Future work activities include expansion of planning work consistent with the Great Lakes Compact law pertaining to public water service area planning.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	3	3	3	3	3

Sub-Element 3132: Water Supply Systems Service

Work activities include limited technical assistance and public information on water supply activities as an adjunct to groundwater protection and regional hydrologic planning. Work effort is shared equally by Senior Environmental Planner and Environmental Engineer.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Work Element 3140: Wastewater Systems

Sub-Element 3141: Wastewater Systems Planning

2011 work activities include providing general assistance, data and population and flow forecasts for MMSD and other management agencies engaged in facilities planning or special wastewater studies; reviewing facilities plans and studies for MMSD and other outlying communities for consistency with plans, and participating in interagency meetings and advisory committees on wastewater facilities planning; reviewing and analyzing CMAR reports for wastewater treatment facilities; reviewing and commenting on WPDES permits; reviewing and commenting on consistency of MMSD annexations with plans; and conducting public meetings and hearings on point source *Water Quality Plan* revisions. Work effort is shared by the Environmental Engineer and the ERP Division Director.

Future initiatives include the update of *Point Source Inventory and Analysis* (App. C of the WQP), following 2040 population projection for USAs in 2013, and an update of the MMSD Collection System evaluation in 2013. The purpose of the 2013 MMSD study is to plan for future wastewater collection system capacity needs, based on the official 2040 population forecasts and employment growth as well as estimated population projections for 2070.

Results: Data and review comments on facilities plans, WPDES permits, MMSD annexations, CMAR Report analysis and archiving; and special point source studies.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	3	1.97	3	9	3	3	3

Sub-Element 3142: Wastewater Systems Service

2011 work activities include review of all public and private sewer extensions (estimate 120/yr) for consistency with plans, service areas, and conditions of approval; participation in public meetings, hearings and committees related to point source issues; review of point source related legislation and administrative rule changes. Work effort is by the Environmental Engineer (less than 2 person-months) and the Division Director (less than 1 person-month).

Results: Sewer extension reviews (estimate 120), review comments and hearing testimony related to point source issues.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	3	2.95	3	3	3	3	3

Sub-Element 3143: Urban Service Area and Environmental Corridor Delineation

2011 work activities include review of guidelines, and revising and updating urban service area and environmental corridor delineations to reflect revised and updated population forecasts for all urban service areas, new or revised resource information, approved site plans and plats, public open space purchases, revised official maps and plans; preparing analysis reports, including the evaluation of impacts and mitigation measures, and conducting public hearings on all service area plan amendments and major changes to environmental corridors (estimate 10-12); providing support data to DNR for service area and environmental corridor revisions and environmental assessments. Work effort is by Environmental Engineer and Division Director (less than 2 person-months each), and Graphic Designer (less than 1 PM). Work in 2011 and beyond will include an update of the Environmental Corridors report to include the results of FUDA planning and the Water Body Classification Study. Another future initiative will be to update the land demand and development analysis methodology of service area planning.

Results: Revised urban service area boundary and environmental corridor delineations, support data for environmental assessments and plan revisions.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	4.5	4.92	8	6	6	6	6

Sub-Element 3144: On-Site Wastewater Systems

Work activities typically include providing assistance in developing facilities plans or proposals for specific priority problem areas of development served by on-site systems, or for areas with failing on-site systems. In 2011 and 2012, work will support the update of Appendix I (*On-Site Wastewater Systems Management*) of the *Water Quality Plan*.

Results: Implementation proposals and evaluations, evaluations and facilities plans for specific problem areas.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	2.95	3	1	1	1	1

Work Element 3150: Water Quality Planning

Sub-Element 3151: Urban Nonpoint Source Management

2011 work activities include reviewing stormwater management plans for new development for consistency with the conditions imposed by the *Dane County Water Quality Plan*. Additional activities include assisting urban units of government in developing and implementing detailed watershed plans and projects, assisting communities in implementing urban nonpoint source recommendations of the *Dane County Water Quality Plan*, and incorporating urban nonpoint source recommendations into community land use

and comprehensive plans. Provide technical assistance to communities in reviewing site development stormwater plans for water quality impacts, and implementing WDNR and USEPA stormwater permit requirements.

Work in 2010 saw the completion of a draft update of the *Urban Nonpoint Source Analysis* (Appendix D) of the *Dane County Water Quality Plan*, started in 2009.

Results: Data and review comments on watershed plans, projects, ordinances, and site development plans for water quality impacts. Adoption of the updated Appendix D of the *Water Quality Plan*.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	8	5.42	3	3	3	3	3

Sub-Element 3152: Agricultural Nonpoint Source Management

Work activities for 2011 include limited continuing agricultural nonpoint source assistance activities to the Dane County Land Conservation Committee and state and federal agencies in implementing the agricultural nonpoint source recommendations of the *Dane County Water Quality Plan*, the *Dane County Land and Water Resource Management Plan*, and the State Nonpoint Source Pollution Control Program. Participation and review of plans and studies relative to agricultural nonpoint source control, and participation in discussions concerning agricultural nonpoint source control issues in Dane County.

Future initiatives include integrating FUDA plans into watershed plans as an update of the *Agricultural Nonpoint Source Analysis* (App. E of the WQP). This multi-year effort will be in collaboration with the DCL&WRD.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.2	0.2	4	4	4	0.2	0.2

Sub-Element 3153: Stream and Lake Water Quality Evaluation and Management

2011 work activities include coordinating the completion of the update of Appendix B (*Water Quality Conditions*) of the *Water Quality Plan*. This update will include evaluating water quality data and aquatic habitat surveys of streams and lakes, and will provide management recommendations for each water-body. An update of a comprehensive monitoring program will also be included in this technical appendix. Work on Appendix B update was initiated in 2010 by technical experts through a project-term contract.

Work activities also include providing assistance to DNR and Dane County departments and the Lakes and Watershed Commission in lake and stream studies and evaluations. Assist Dane County in implementing the Lakes and Watershed Implementation Plan, in stream and lake management planning and implementation projects, and in developing and submitting applications for lake management and river protection grants.

Engage in public information and education efforts related to the Yahara Lakes and other streams and lakes, including presentations to groups and organizations, distribution of brochures and summaries, and posting of materials on the CARPC website. Provide assistance to private and citizen groups in evaluating stream and lake water quality and

use problems, and in promoting solutions and approaches to those problems. Begin integration of water quality considerations in the *Parks and Open Space Plan*, and update of the Water Data Index.

Results: Complete water quality and aquatic habitat survey reports, and provide assistance to various units of government and groups. Generate information and education materials and presentations. Completed update of Appendix B (*Water Quality Conditions*) of the *Water Quality Plan*.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	2	1	1	1	1
Intern Person-months	6	0	6	6	6	6	6
Pass-thru funding (DNR)	30,000	0	0	0	0	0	0

Sub-Element 3154: Wetland and Floodplain Protection

Work activities of this Element generally include providing limited assistance to local units in identifying priority wetlands and floodplains for protection; assisting in drafting and revising wetland and floodplain protection ordinances; reviewing and commenting on Corps of Engineers 404 permit applications for wetland filling; and reviewing County zoning and Board of Adjustments cases for wetland and floodplain impacts.

The focus of 2011 work is intended to include development of a wetland protection and restoration plan as a technical appendix of the *Dane County Water Quality Plan*. Wetland protection and restoration is an important component of water quality planning. However, the *Dane County Water Quality Plan*, which is the official area-wide water quality management plan for the region, has not focused on this area to date. The purpose of the plan is to identify and recommend policy and management practices for the protection and restoration of wetlands. This can also help reduce the impacts of development and agriculture on water quality and quantity, as well as reversing the historic losses and degradation of wetlands.

Results: Wetland impact evaluation and comment, wetland protection assistance to units of government and groups, policy and program research and recommendation.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Sub-Element 3155: Groundwater Protection

2011 work activities include providing assistance to Dane County and other management agencies in implementing the *Groundwater Protection Plan* (Appendix G of the *Water Quality Plan*), which was last updated and revised in 1999. This assistance includes evaluating land use, siting and zoning decisions with regard to groundwater impacts. CARPC participates with other agencies in conducting local groundwater quality studies and evaluations for particular critical areas, and for specific major siting or development proposals in Dane County. CARPC staff will use the improved recharge component of the current groundwater model, completed in 2008 by WGNHS, to evaluate groundwater quantity susceptibilities and improved recharge opportunities, and develop policies and programs based on the new recharge data.

Future work includes an update of the *Groundwater Protection Plan* after the results of an updated Regional Groundwater Model are available and have been analyzed (2012).

Results: Provide assistance, including groundwater modeling and mapping services. Analyze the groundwater recharge data developed in 2008, and include results in groundwater policies and programs.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	2	0.98	8	1	1	1	1

Sub-Element 3156: Water Quality Plan Update

The *Dane County Water Quality Plan* is the official areawide water quality management plan for Dane County, Wisconsin. The purpose of the plan is to provide a policy framework and guidance for federal, state, and local water quality protection programs in Dane County. The last update was 2004. The next update is scheduled to incorporate information from the 2010 census and updates to the technical appendices of the WQP.

In 1975, the Governor designated Dane County as an area with complex water quality problems, and the former Dane County Regional Planning Commission as the local representative planning agency charged with developing an areawide comprehensive water quality management plan for the region. The areawide water quality management planning process acknowledges the importance and the relationship between land use and water quality. Areawide water quality management plans are required to address this relationship; to include existing and projected land use patterns, delineate sewer service areas, and delineate areas which should not be developed or disturbed because of resource value or environmental constraints (Wisconsin Administrative Rule NR 121). Land use considerations permeate nearly all aspects of water quality management, ranging from cost-effective sewer service areas (by concentrating urban development and avoiding sprawl) to land use planning and management practices to limit pollution and protect important environmental resources from damaging urban and rural activities.

The emphasis is on the wise use and combination of practices to accomplish overall water quality improvement, rather than to focus on any single program or technique. Technical solutions to water pollution sources are set forth such as better sewage treatment plants, erosion control and stormwater management, improved site designs for development, animal waste facilities, resource conservation practices, etc. The plan also presents a coordinated system of implementation strategies among the designated management agencies or levels of government, as well as recommended short-range priority actions.

The *Dane County Water Quality Plan Summary* was updated in 2004 and will be next updated after 2040 population projections are available and after critical technical appendices to the *Plan* have been updated. Future initiatives include revision and update of Appendix G (*Groundwater Protection Plan*) in 2012, Appendix C (*Point-Source Inventory and Analysis*) in 2013, and a complete update of the WQP Summary in 2013-2014.

Results: 2011 work involves continued collection and cataloguing of relevant research, data, maps, and other resources necessary for maintaining WQP up to date.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	10	3	3

Work Element 3160: Drainage and Flooding**Sub-Element 3161: Drainage and Flood Management Planning**

No significant work activities are scheduled for 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0	0	0	0	0	0	0

Sub-Element 3162: Drainage and Flood Management Service

2011 work activities include providing limited assistance to communities in addressing storm runoff and drainage issues associated with intergovernmental drainage and runoff problems, erosion control and local planning assistance work (also see Work Element 3151).

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.5	0.49	0.5	0.5	0.5	0.5	0.5

Work Element 3170: Special Water Resources Programs and Projects**Sub-Element 3174: Regional Hydrologic Modeling and Management Program**

On-going work activities include using computer models to conduct management proposals and hydrologic impact evaluations requested by participating agencies. 2011 work activity includes coordinating the completed update of the Dane County Regional Hydrologic Model. The Model has been an important tool for groundwater planning and management for over a decade. It has fostered important research investigations. However, the basic architecture of the model has not changed since it was first developed in the early 1990's and needs to be updated. This will provide new information and management tools to better address the more difficult questions being asked today regarding groundwater sustainability and interaction between groundwater and surface water feature. In 2009 and 2010, CARPC staff worked with WGNHS, USGS, and local management agencies to coordinate and initiate the project, and raised over \$250,000 to improve and update the Model based on up-to-date computer software and the latest hydrogeologic research and information.

Results: Coordination and development of detailed contracts and funding sources, project and contract administration, and technical assistance. The groundwater model update project is expected to be completed by the end of 2011, if local cost-share funds are available. Provide assistance including groundwater modeling and mapping services.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	3	3	3	3	3
Funding from Other Agencies	300,000	10,000	10,000	10,000	10,000	10,000	10,000

Sub-Element 3181: Lake and Watershed Management Planning

Work includes technical assistance to DNR or Dane County to develop detailed watershed implementation and stream or lake management plans for specific priority water quality and water resources problems and projects or planning activities. Contracts may be necessary for some activities. Some work may include coordinating the completion of the Yahara CLEAN contract for the Yahara Lakes Legacy Partnership, a multi-agency initiative to create a watershed protection/restoration plan for the Yahara Watershed.

Results: Detailed implementation plans and proposals, including the Yahara CLEAN plan.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	2	2	2	2	2
Pass-thru funding (DNR)	27,120	0	0	0	0	0	0

Subcategory 3200: Solid Waste Management

Objective: To develop and establish a long-range solid waste management and recycling system for the region which will serve the needs of urban and rural residents and will be economically and environmentally sound, as an element of the Water Quality Plan.

Previous work has includes development and adoption of a *Dane County Solid Waste Plan*, a *Dane County Recycling Plan*, and provision of technical assistance to Dane County and local governments in solid waste management, recycling and disposal activities.

Work Element 3210: Solid Waste Management Planning

No significant solid waste management planning activities are scheduled for 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0	0	0	0	0	0	0

Work Element 3220: Solid Waste Service Activities

Work activities normally include ongoing support for the implementation of the *Dane County Solid Waste Plan* and the *Dane County Recycling Plan*, by providing technical assistance to Dane County, local governments, groups and individuals in addressing recycling initiatives, landfill siting issues, and disposal of septage and other residual wastes. Technical assistance and review is provided to the WDNR through reviews of WPDES permits and CMAR reports regarding land application of biosolids from wastewater treatment plants in the region. No work is planned in this area for 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.0	0.0	0.2	0.2	0.2	0.2	0.2

Subcategory 3300: Air Quality Management

Objective: To incorporate air quality management considerations into the environmental and comprehensive planning programs of the Commission, and to consider the impact of increased concentrations of greenhouse gases on natural resources and potential approaches to addressing these impacts.

Work Element 3310: Air Quality Management Planning

No significant air quality management planning activities are scheduled for 2011. Should resources become available, future initiatives include the evaluation of the inter-relationship between regional plans and climate change and potential approaches to local reductions in discharge of greenhouse gases. This climate change analysis would be a technical appendix of the WQP.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0	0	3	1	1	1	1

Work Element 3320: Air Quality Service Activities

This work includes incorporating consideration of air quality concerns into project and environmental impact reviews and comprehensive regional and community plans, reviewing proposed WDNR air pollution permits, and providing air quality information to interested governments and parties as requested. Funding is not available to support this work in 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.0	0.0	0.2	0.2	0.2	0.2	0.2

Subcategory 3400: Energy Management

Objective: To encourage comprehensive programs for sound management of the region’s energy resources and to encourage conservation through low-cost, practical measures, with special emphasis on the impact of energy production on natural resources and potential approaches to addressing these impacts.

Previous work has included development of energy conservation manuals for local governments, and developing energy audits and recommendations for governmental facilities.

Work Element 3410: Energy Management Planning

No significant energy management planning activities are scheduled for 2011. With sufficient funding, future initiatives include developing regional approaches and development patterns to reduce dependence on energy sources that contribute to increased concentrations of greenhouse gases, especially in the context of an update of the Regional Development Framework.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0	0	1	4	4	4	4

Work Element 3420: Energy Management Service Activities

Provide information and assistance to local units of government regarding energy management and conservation, attend meetings, maintain intergovernmental liaison, and monitor legislation and research. No work is planned in this area for 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.0	0.0	0.2	0.2	0.2	0.2	0.2

Subcategory 3500: Other Environmental Studies

Work Element 3510: Environmental Impact Evaluation

Review and evaluate environmental assessments and impact statements for consistency with regional plans; attend meetings and prepare and present comments and testimony as needed. Assist Dane County and local communities in obtaining and evaluating environmental impact information for projects or proposals in their jurisdiction.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	1	0.98	1	1	1	1	1

Work Element 3520: Other Special Studies

Provide limited service and support in special studies or reviews not elsewhere categorized (such as electric utility plans, transmission line siting, dog-track siting, etc.); attend meetings and prepare and present testimony and supporting materials as necessary. Review and monitor proposed legislation and participate in committees and discussions related to general environmental issues. No work is planned in this area for 2011.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	0.0	0.0	0.5	0.5	0.5	0.5	0.5

Work Element 3530: Environmental Conditions Reports for FUDA Planning

The FUDA planning process will have two general sub-elements: 1) collection of environmental resources data and materials for the preparation of Environmental Condition Reports; and 2) working with individual communities to collaboratively create FUDA plans within the context of the comprehensive plans for those service areas (see Subcategory 1500).

Work directed to sub-element 1 will include the screening and collection of natural resources information (presence and condition) in study areas surrounding existing urban service areas in Dane County. Each Environmental Conditions Report is estimated to take 2-3 months to assemble and will include an analysis and presentation of available environmental, natural resource, infrastructure and cultural resource data for each study area. The CARPC Environmental Resources Technical Advisory Committee will be involved in the development of the technical details or metrics associated with each item (e.g., surface and groundwater resources, wildlife habitat, etc.). The reports will also include the identification of mitigation measures, applicability, effectiveness, and limitations. Environmental Conditions Reports will provide the basis for further work conducted under sub-element 2. Work effort involves the Division Director and Environmental Engineer (less than 1 person-month each), Graphic Designer (less than 2 person-months) and Environmental Resources Planner (less than 3 person-months).

Results: Facilitate and promote deliberations by CARPC Environmental Technical Advisory Committee and communicate proposed policies and criteria to the full Commission for consideration and approval. Complete Environmental Condition Reports for existing USAs (est. 6-10). Coordinate with work conducted under subcategory 1500.

	2010	2011	2012	2013	2014	2015	2016
Estimated Staff Person-months	3	6.89	7	7	7	7	7

Category 4000: Other Expenses

Objective: Provide for other normal expenses which cannot be charged to direct work elements or to administrative “indirect” costs.

Cost Element 4010: Commissioner Per Diem and Mileage

Per diem and mileage allowances granted to Regional Planning Commissioners for attendance at authorized meetings. Commissioners are paid \$20 per diem for each meeting (maximum \$20 per day), and travel expense reimbursement is based on \$0.50 per mile (2010 IRS rate).

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	6,900	5,300	8,200	9,000	10,000	11,000	11,000

Cost Element 4020: Employee Travel Expenses and Training

Travel expenses incurred during the conduct of regional planning programs (such as field inspections, planning meetings, etc.) and conferences and workshops. Reimbursement based on \$0.50 per mile (2010 IRS rate).

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	7,450	5,000	12,500	14,250	16,250	16,250	16,250

Cost Element 4030: Furniture and Equipment

Furniture and equipment purchases necessary for the conduct of the overall planning program, including updating of staff computers and software.

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	6,000	3,000	7,500	6,000	6,000	6,000	6,000

Cost Element 4060: Office Space

Rent for office space.

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	33,036	33,036	35,000	35,000	35,000	35,000	35,000

Cost Element 4070: Information Management Services

Payment to Dane County for IT support for staff and functions.

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	21,000	21,000	23,000	25,000	25,000	25,000	25,000

Cost Element 4080: Transportation Planning Services

The Capital Area Regional Planning Commission (CARPC) will contract with the Madison Area Transportation Planning Board (TPB, the metropolitan planning organization) to provide analysis of the impact of urban service area amendments on the overall transportation system, particularly the impact on rural transportation systems, including general transportation considerations, and to prepare the transportation section of the CARPC annual Regional Trends report.

Previous Work: TPB has provided contractual transportation planning assistance to CARPC and its predecessor agencies since the MPO authority was separated from the Dane County Regional Planning Commission in 1999. This assistance has provided transportation impact analysis of urban and limited service area amendments, information for the annual Regional Trends reports, and updates to transportation plans and projects.

Anticipated 2011 Work: The Capital Area Regional Planning Commission anticipates requiring TPB analysis of the transportation impacts of approximately twelve (12) urban and limited service area amendments in 2011. The TPB will also be asked to provide an update of transportation plans, projects and trends for 2011 publication of the 2010 *Regional Trends* report. TPB may also be asked to provide transportation information in support of the FUDA planning process.

	2010	2011	2012	2013	2014	2015	2016
Estimated Costs	10,000	10,000	25,000	25,000	25,000	25,000	25,000

Additional Environmental Resources Initiatives

The following are important initiatives that should be pursued as staff time and funding become available in future years.

- Environmental resources sustainability vision/mission/plan as a technical appendix of the Water Quality Plan.
- Update of *Legal and Institutional Analysis* (Appendix J of the WQP)

Staff and Resource Development

This section will be developed as budget and staffing allow. The Commission has started this work by completing a salary study in 2010.

1. Staff training and development program.
2. Staffing Plan (with succession planning).
3. Financial resources development plan.
4. Space needs assessment.

2011 Cost Allocation Plan

Person-Month Calculation

The 2011 Cost Allocation Plan identifies anticipated costs for the work elements identified in this Unified Planning Work Program, based on a uniform cost per person-month of \$10,130 which reflects direct costs plus indirect costs. Direct costs per person-month is the average salary and fringe benefits of the planning and graphics staff personnel. Indirect costs include all administrative services and indirect costs incurred (such as clerical staff, telephone, printing, etc.) in support of the direct time spent, and is added as a percent of direct costs.

The uniform cost per person-month is determined as follows. Figures are dependant on the 2011 budget, and may change accordingly.

Direct Person-Months

$$7.018 \text{ Direct FTE} \times 12 = \underline{84.18 \text{ person-months}}$$

Direct Costs

Direct Employee Salaries	\$ 505,375	
Less Furlough (4 days)	(7,775)	
Direct Employee Benefits	186,510	
Less Furlough (4 days)	<u>(1,497)</u>	
Total Direct Costs		\$ 690,259

Indirect Costs

Indirect Employee Salaries	\$ 51,699	
Less Furlough (4 days)	(795)	
Indirect Employee Benefits	25,375	
Less Furlough (4 days)	(153)	
Office Supplies	16,000	
Membership Dues	3,810	
Workstudy/Interns	10,550	
GIS Software	5,800	
Legal Services	30,000	
Audit	6,000	
Insurance	8,000	
Telephone	<u>5,500</u>	
Total Indirect Costs		\$ 162,783

Calculation

Total Indirect Costs	\$ 162,783	=	23.58%
Total Direct Costs	\$ 690,259		

$$\text{Direct Cost per person-month} = 84.18 \text{ person-months} / \$ 690,259 = \$ 8,199$$

$$\text{Indirect Cost per person-month} = \$ 8,199 \times 23.58\% = \$ 1,934$$

$$\text{TOTAL PERSON-MONTH COST} = \$ 8,199 + 1,934 = \underline{\underline{\$ 10,133 \text{ per person-month}}}$$

Cost Allocation Table

Catg	Element	Element Name	Person-month cost: \$10,132.98			Funding Source		
			Pers-Mo	Cost	% of total	RPC / Dane County	DNR GPR/ EPA 604(b)	Other (see footnotes)
1000		Community & Regional Development Planning						
	1110	Land Use Inventories and Development Monitoring	5.91	59,863	7.02%	59,863		
	1120	Demographic, Economic and Physical Features Studies	0.49	4,989	0.58%	4,989		
	1130	Geographic Information System Maintenance	1.97	19,954	2.34%	19,954		
	1210	Land Use and Transportation Plan	2.46	24,943	2.92%	24,943		
	1213	Land Use and Transportation Plan Integration	0.49	4,989	0.58%	4,989		
	1215	Intergovernmental Cooperation	0.00	0	0.00%	0		
	1220	Plan Implementation	4.92	49,885	5.85%	47,636		2,250 (1)
	1230	Housing Element and Planning	0.98	9,977	1.17%	9,977		
	1240	Natural Resources	0.0	0	0%	0		
	1315	Agricultural Planning	0.0	0	0%	0		
	1320	Comprehensive Planning/Smart Growth Law Assistance	0.98	9,977	1.17%	9,977		
	1410	Economic Analysis	0.98	9,977	1.17%	9,977		
	1420	Project Notification and Review	0.98	9,977	1.17%	9,977		
	1430	Public Participation, Education, Information Dissemination and Outreach	12.80	129,702	15.20%	129,702		
	1500	FUDA Planning	15.75	159,633	18.71%	159,633		
		Category 1000 Total	48.74	493,866	57.89%	491,617	0	2,250
3000		Environmental Resources Planning						
	3121	Monitoring Program	0.30	2,993	0.35%	2,993		
	3122	Data Analysis	0.49	4,989	0.58%	4,989		
	3131	Water Supply Systems Planning	0.98	9,977	1.17%	9,977		
	3132	Water Supply Systems Service	0.98	9,977	1.17%	9,977		
	3141	Wastewater Systems Planning	1.97	19,954	2.34%	11,320	8,634	
	3142	Wastewater Systems Service	2.95	29,931	3.51%	9,380	12,951	7,600 (2)
	3143	Urban Service Area and Environmental Corridor Delineation	4.92	49,885	5.85%	28,301	21,585	
	3144	On-Site Wastewater Systems	2.95	29,931	3.51%	29,931		
	3151	Urban Non-Point Source Management	5.42	54,874	6.43%	31,131	23,743	
	3152	Agricultural Non-Point Source Management	0.20	1,995	0.23%	1,995		
	3153	Stream and Lake Water Quality Evaluation and Management	0.98	9,977	1.17%	9,977		
	3154	Wetland and Floodplain Protection	0.98	9,977	1.17%	9,977		
	3155	Groundwater Protection	0.98	9,977	1.17%	9,977		
	3156	Water Quality Plan Update	0.98	9,977	1.17%	9,977		
	3162	Drainage and Flood Management Service	0.49	4,989	0.58%	4,989		
	3174	Regional Hydrologic Modeling and Management Program	0.98	9,977	1.17%	5,660	4,317	
	3181	Lake and Watershed Management Planning	0.98	9,977	1.17%	9,977		
	3510	Environmental Impact Evaluation	0.98	9,977	1.17%	9,977		
	3530	Environmental Conditions Reports for FUDA Planning	6.89	69,840	8.19%	69,840		
		Category 3000 Total	35.45	359,175	42.11%	280,345	71,230	7,600
TOTAL Cost of Work Activities			84.18	853,041	100.00%	771,962	71,230	9,850
		Other Direct Costs & Revenues						
	4010	Per Diem and Mileage		5,300		5,300		
	4020	Travel & Training Expenses		7,400		7,400		
	4030	Furniture and Equipment		3,000		3,000		
	4060	Office Space		33,036		33,036		
	4070	IM Services		21,000		21,000		
	4080	Transportation Planning Services (Pass-Thru)		10,000				9,000 (1)
	3121	Monitoring Program (Pass-Thru)		96,074				96,074 (3)
		WDNR Stimulus Projects (Pass-Thru)		0				0 (4)
		Previous year fund balance						146,552 (5)
		Land Use Inventory Grant						6,000 (5)
		Fees: Annual Planning Conference registration						1,400 (5)
		Interest revenue						1,000 (5)
		Product sales						350 (5)
		Other Direct costs & Revenues Total	0.0	175,810		69,736	0	260,126
Subtotal			84.2	1,193,884		841,698	71,230	269,976
		Revenues applied to reduce County levy (5)				(155,052)		
TOTAL			84.2	1,028,851		686,646	71,230	269,976
						66.7%	6.9%	26.2%

(1) WDOT, Rural Work Program
 (2) Sewer extension fees
 (3) Cooperative Water Quality Monitoring program (Pass-Thru): C. Madison; T. Westport, C. Middleton; Dane Co.
 (4) Federal ARRA funding not available at time of Work Program/Budget adoption
 (5) Revenues which reduce the levy amount charged to Dane County

Appendices

Appendix 1: Executive Order #197

EXECUTIVE ORDER # 197

Relating to the Creation of the Capital Area Regional Planning Commission

WHEREAS, Wisconsin identified the need to address land use, water quality, transportation and environmental issues on a regional basis more than 40 years ago by authorizing the creation of regional planning commissions; and

WHEREAS, the Dane County Regional Planning Commission was created in 1970 by Governor Warren Knowles' Executive Order # 22, and was dissolved in 2002 by Governor Scott McCallum's Executive Order # 52; and

WHEREAS, local governments need to work together to meet challenges that transcend municipal boundaries and effectively protect the natural resources and beauty of the capital area, as well as promote economic growth and sound land development practices; and

WHEREAS, Wis. Stat. § 66.0309 (2) (b) allows governing bodies of local units of government to petition the State of Wisconsin requesting the creation of a regional planning commission; and

WHEREAS, governing bodies from local units of government in Dane County representing well in excess of 50% of the population of Dane County and well in excess of 50% of the equalized assessed valuation in Dane County have petitioned Governor Doyle by resolution to create the Capital Area Regional Planning Commission; and

WHEREAS, certified copies of the resolutions were filed with the Office of the Governor and have been found to be in proper form; and

WHEREAS, an agreement was reached by local governments in Dane County that represents an excellent example of local cooperation to protect and restore water quality and minimize water quality degradation while promoting economic development and sound land development practices; and

WHEREAS, the resolutions requesting the creation of the Capital Area Regional Planning Commission embody an agreement between the local units of government in Dane County that provides for an agency that is capable of developing effective water quality plans for Dane County; establishes a membership plan for the Commission that provides an equitable voice for all Dane County local governments; charges the Commission to develop a Water Quality Plan that will define areas to be protected from development, areas that can be developed with measures to protect, restore or minimize degradation of water quality; and establishes a Budget and Personnel Panel; and

WHEREAS, a hearing was held in Madison on the petitions from the governing bodies on December 20, 2006; and


WHEREAS, those citizens that provided public comments at the hearing or in conjunction with the hearing overwhelmingly endorsed the creation of the Capital Area Regional Planning Commission;



NOW, THEREFORE, I, JIM DOYLE, Governor of the State of Wisconsin, by the authority vested in me by the Constitution and laws of this State, and specifically by Wis. Stat. § 66.0309 of the Wisconsin Statutes, do hereby:

1. Create, effective immediately, consistent with Wis. Stat. § 66.0309(2), a regional planning commission to be known as the Capital Area Regional Planning Commission, which shall have jurisdiction in Dane County, as well as the cities of Edgerton, Fitchburg, Madison, Middleton, Monona, Stoughton, Sun Prairie and Verona; the villages of Belleville, Black Earth, Blue Mounds, Brooklyn, Cambridge, Cottage Grove, Cross Plains, Dane, Deerfield, DeForest, Maple Bluff, Marshall, Mazomanie, McFarland, Mount Horeb, Oregon, Rockdale, Shorewood Hills, Waunakee; and the towns of Albion, Berry, Black Earth, Blooming Grove, Blue Mounds, Bristol, Burke, Christiana, Cottage Grove, Cross Plains, Dane, Deerfield, Dunkirk, Dunn, Madison, Mazomanie, Medina, Middleton, Montrose, Oregon, Perry, Pleasant Springs, Primrose, Roxbury, Rutland, Springdale, Springfield, Sun Prairie, Vermont, Verona, Vienna, Westport, Windsor, and York;
2. Direct that, consistent with Wis. Stat. § 66.0309(3)(b), the membership of the Capital Area Regional Planning Commission shall be in accordance with the resolutions approved by the governing bodies of a majority of the local units of government within Dane County, including the membership plan as it is proposed within the referenced resolutions; and
3. Provide that nothing in this Executive Order shall be construed to contravene any applicable state or federal law.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this second day of May in the year two thousand seven.



JIM DOYLE
Governor

By the Governor:

DOUGLAS LA FOLLETTE
Secretary of State

Appendix 2: Model Resolution (CARPC Formation Agreement)

[Draft 14, Printed 5-10-06]

RESOLUTION PETITIONING THE GOVERNOR OF WISCONSIN TO CREATE A CAPITAL AREA
WISCONSIN REGIONAL PLANNING COMMISSION

WHEREAS, the need to preserve the natural resources and beauty of the region surrounding Wisconsin's capital require that local units of government work together to address environmental concerns which transcend municipal boundaries;

WHEREAS, cooperative efforts can pool scarce resources to create a public agency which can act as a resource for the community development efforts of local units of government in the capital area of Wisconsin;

WHEREAS, the most appropriate legal means available for engaging in such cooperative efforts appears to be creation of a regional planning commission under sec. 66.0309, Wis. Stats.;

WHEREAS, that statute provides that the Governor may create a regional planning commission upon petition of a local unit of government and if the creation is consented to by local units representing fifty percent of the population and fifty percent of the equalized value of the proposed region;

AND, WHEREAS, the statute further provides in sec. 66.0309 (3)(b) that the membership composition of a regional planning commission shall be in accordance with resolutions adopted by a majority of the local units in the region having at least one-half the population of the proposed region;

AND, WHEREAS, section 66.0301 of the Wisconsin Statutes allows counties, towns, villages and cities jointly to exercise any power they possess, and the parties hereto intend that the agreements contained herein be binding on each of them and on the CARPC, once created, under authority of that statute;

NOW, THEREFORE, be it resolved, pursuant to secs. 66.0301 and 66.0309, Wis. Stats., that:

1. The recitals set forth above are incorporated herein by reference and made part of this Resolution.
2. The territory of the proposed Capital Area Regional Planning Commission shall be all of Dane County.
3. The [City][Village][Town] of _____ hereby petitions the Governor of Wisconsin to create the Capital Area Regional Planning Commission with membership as defined in this resolution.
4. The [City][Village][Town] of _____ hereby consents to creation by the Governor of Wisconsin of the Capital Area Regional Planning Commission with membership as defined in this resolution.

5. The [City][Village][Town] of _____ hereby states its support for having the Governor of Wisconsin designate, under NR 121.06(2), the Capital Area Regional Planning Commission as the agency capable of developing effective areawide water quality plans for Dane County.
6. The membership plan of the Capital Area Regional Planning Commission shall be as follows:
 - a. Thirteen members to consist of:
 - i. Four members appointed by the Mayor of the City of Madison from the area of and representing the City of Madison;
 - ii. Three members appointed by the Dane County Cities and Villages Association from the area of, and representing cities and villages;
 - iii. Three members appointed by the Dane County Towns Association from the area of and representing towns.
 - iv. Three members appointed by the Dane County Executive, one from each of the three areas enumerated in subparagraphs 6 a. i through iii above.
 - b. No more than three of the thirteen members of the Commission may be members of the Dane County Board of Supervisors.
 - c. Any modifications in the sewer service areas shall require at least eight (8) votes.
 - d. Each member of the Commission shall serve a term of three (3) years. The initial members from each appointing authority shall be appointed by the appointing authority for initial terms of one, two or three years such that the terms of the members are staggered and one-third of the Commission is appointed each year. The appointing authority shall determine which members shall serve the various terms.
 - e. A member of the Commission may be removed by the appointing authority for cause, as defined in the Commission's by-laws.
 - f. There shall be a Budget and Personnel Panel of the Capital Area Regional Planning Commission which shall consist of:
 - i. The Mayor of the City of Madison;
 - ii. The Dane County Executive
 - iii. The President of the Dane County Towns Association; and
 - iv. The President of the Dane County Cities and Villages Association.
 - v. The chairperson of the Regional Planning Commission, as a non-voting member.

- g. The Budget and Personnel Panel shall have the power, on behalf of and with advice of the CARPC:
 - i. to establish the levy and user fees and adopt the annual operating budget for the CARPC. The Budget and Personnel Panel may adopt a levy less than the statutory maximum;
 - ii. to hire the Executive Director from a list of three candidates selected by the CARPC.
 - iii. To remove the Executive Director, at pleasure.
 - iv. The Budget & Personnel Panel may act on the business referred to in paragraphs i through iii only at a meeting at which all four members of the Panel are present.
 - v. At any time after the CARPC has been in existence for one year following its creation by the Governor of Wisconsin, the Budget and Personnel Panel may, by a vote of three of its four members, change or transfer to the CARPC its responsibilities referred to in paragraphs ii and iii.
 - h. The undertaking municipalities agree and hereby contract that the annual levy charged by the CARPC shall not exceed .0017 percent of equalized value under the CARPC's jurisdiction and within the region. The annual increase in the levy for the CARPC may not exceed the increase allowed under any levy limitations which apply to Dane County. The parties agree that there shall be user fees charged, not to exceed actual costs incurred, to review sewer extension requests from local units of government, town sanitary districts, town utility districts, and metropolitan sewerage districts. The user fees shall be in addition to the net levy for the subsequent budget year as established by the Panel. The parties also agree that the Budget and Personnel Panel shall submit its proposed levy to Dane County no later than August 1 of each year. If the Budget and Personnel Panel or CARPC fail to timely submit a levy or budget, then the levy and budget in effect for the current year shall continue for the next year.
7. The CARPC shall work with communities to update the Dane County Water Quality Plan. In addition to the elements required by NR 121 of the Wisconsin Administrative Code, the Water Quality Plan shall also define areas that should be protected from development based on provisions to protect water quality as contained in NR 121 of the Wisconsin Administrative Code. The Plan shall also define areas that can be developed with measures to protect, restore or minimize degradation of water quality.

The Plan shall also define a 25-year Future Urban Development Area with 5-year updates. The Plan shall be developed in cooperation with area communities, including towns, and shall consider adopted comprehensive plans and intergovernmental agreements. The Plan shall be developed as follows:

- a. CARPC staff shall provide communities with environmental condition reports consisting of maps, text, and information identifying environmental issues that should be addressed.
- b. The CARPC shall give priority to areas of the highest environmental sensitivity and growth pressure. These areas are: all communities within the Central Urban Service Area; all communities within the Northern Urban Service Area; all urban service areas with a year 2000 Census population of 3,000 or more; and the Black Earth Urban Service Area. The CARPC should, in general, provide assistance with planning for the Future Urban Development Area of other urban service areas after assisting the priority communities. The CARPC's Executive Director shall provide to the CARPC a 3-year work plan with points of reference and an annual progress report with recommendations.
- c. The Plan, which will identify the 25 Future Urban Development Area, shall be based on the requirements of NR 121 and shall also consider other factors including the impacts on natural and built systems, the efficient use of land including urban densities, and the ability to efficiently provide services to support the development and farmland preservation planning.
- d. There shall be separate rules and policies for limited service areas.
- e. The CARPC shall adopt policies and procedures for the considerations of amendments to the Water Quality Plan between five-year updates of the Water Quality Plan.
- f. The CARPC shall provide the information described in Item a. to areas with the highest environmental sensitivity and growth pressure within three years of the date the CARPC commences operations.
- g. Communities shall submit their proposed Future Urban Development Area within 24 months of the date they receive the data from the CARPC. If a community does not meet this timeline, the CARPC shall not act on any individual USA expansion requests until the proposed plan is submitted. CARPC may grant one six-month extension to this timeline.
- h. The CARPC shall act on the proposed Future Urban Development Area plan within a year of the plan's submission. If CARPC fails to do so, the plan shall be acted upon by the Budget and Personnel Panel.
- i. The CARPC may not shift its staff work and analysis responsibilities to the local communities.