

MINUTES

Northern USA FUDA Steering Committee

January 19, 2011

Community Room, DeForest Library, Library St., DeForest WI

4:00 p.m.

Present: Scott Mink, Alan Buchner, Jim Simpson, Bill LeGore, Paul Blount, Bruce Stravinski

Staff Present: Steve Steinhoff, Bridgit Van Belleghem, Kamran Mesbah, Mike Centinario, Mark Roffers, Kevin Richardson, Steve Fahlgren

Also Present: Tim Sebbin, Alan Harvey

1. Introductions

The meeting convened at 4:05 p.m.

Groups member began introducing themselves and expressing what they find important in this process.

Mr. Steinhoff is a community planner at the Capital Area Regional Planning Commission (CARPC). Previously he worked for Dane Co (10yrs) in the BUILD and CDBG programs, and as a private planning consultant.

Mr. Mink is on the Friends of Yahara Board and is glad to provide input into the future of these communities.

Mr. Sebbin is visiting from Sun Prairie to determine the level of interest and need for their involvement.

Mr. Buchner served on Windsor Town Board, was part of DAWN, and is especially interested in transportation arteries, commerce, the tax base. He asks, what can come to the northern region of Dane Co. and southern Colombia County?

Mr. Centinario is staff for De Forest Planning and zoning, and he is here to listen and help.

Mr. Simpson is an engineer and land surveyor, works with a lot of developers, has served on ETZ committees, and notes that the area has real quality areas and wonders why the communities are not as developed as surrounding communities.

Mr. LeGore serves on Windsor Planning Commission and works with the Dane County Regional Airport.

Mr. Roffers provides staff support for DeForest and he is excited to undertake this process.

Mr. Blount is a Village Trustee, planning and zoning chair, and is involved in other public safety and fire commission activities.

Mr. Blount is interested in promoting area economic development.

Mr. Fahlgren is the Administrator and Finance Director for the Village of DeForest.

Mr. Stravinski is a Town Board representative in Windsor and on the Board of Directors for the Token Creek Conservancy and the Token Creek Watershed Association, and serves on the Senior Center committee. He hopes to facilitate local control and make sure the local voice is heard when project proposals get to the CARPC committee.

Mr. Richardson is the engineer for Windsor and Chair of American Water Works Assoc. He is frustrated that utility extensions are typically based on politically expedient outcomes instead of true efficiency, and believes the solution lies in multi-jurisdictional cooperation.

Ms. Van Belleghem is a Community Planner at CARPC and will provide staff support for the Steering Committee.

Mr. Mesbah is the deputy director of CARPC and looks forward to the cooperative relationship these two communities have already created and will continue to take advantage.

Mr. Steinhoff informed the group that he will chair this first meeting, unless someone wanted to step forward today. No volunteers stepped forward. The group will pick a chair at the next meeting.

2. Changes to the agenda

None

3. Overview and Discussion of FUDA Planning

Mr. Steinhoff referred committee members to the summary handout titled, "Capital Area Regional Planning Commission Future Urban Development Area (FUDA) Planning." The document is a summary of the more detailed four-page description.

Mr. Steinhoff noted that when CARPC was re-established, communities acknowledged that the USA process was not conducive to deliberative long-term planning and asked CARPC to begin the FUDA process to deal with regional water resources issues pertaining to NR 121, land use, efficient development, and farmland preservation.

Mr. Steinhoff informed the group the Environmental Conditions Report (ECR) would encompass a 25-year projected growth area. The report will include inventory and assessment of (1) natural resources and (2) community characteristics and conditions in greater detail than current plans. Creating the ECR could be an ending point for the process if the community decides adequate planning has already been completed or if the community is not ready. Otherwise, FUDA planning will occur to fill the gaps in existing efforts.

This process will be guided the following principles:

- A locally driven process with CARPC as a resource
- Intergovernmental

Mr. Mesbah added that the resolution petitioning the Governor to establish CARPC (in 2007) was not clear in the details of FUDA planning process and implementation. The commission has taken a couple of years to define the FUDA planning process more thoroughly and practically. They want FUDA to be a value-added process for communities and prevent redoing the excellent planning that communities have already done as part of comprehensive planning. In some communities, we may only need a gap analysis and planning to fill the gaps. FUDA is meant to avoid surprises during the development planning and USA amendment process. DeForest and Windsor are ahead of the curve on this. FUDA also intends to help with intergovernmental cooperation. FUDA planning can happen before significant investment has occurred in land purchases and in site planning and design. CARPC will compile and analyze the data and identify issues related to urban development. Information and planning may affect how the communities move forward in a strategic manner that builds off cooperation, reduces costs, and avoids mistakes. Your community is an early adopter and the Commission will use this process to determine the best methods for carrying out this process with other communities in the future.

Mr. Roffers asked if T. Burke (going out of business) and Vienna were invited into this process and if CARPC should coordinate this. Mr. Steinhoff answered that he invited them a number of times without success and asked for suggestions. The group informed him that Mr. Pulvermacher, the Town Clerk, is near retirement and not running for re-election. The next Town Clerk will likely be Shawn Haney (only candidate) and CARPC may want to contact him.

Mr. Simpson asked if Westport was informed. Mr. Mesbah informed the group that Westport was contacted and has asked to be kept in the loop at this time.

Mr. Stravinski asked how many FUDA planning areas are in Dane Co.? Mr. Steinhoff answered at least 20, one or more for each urban service area, as some are broken up, like the CUSA. Mr. Mesbah added that the intent is to generally use watershed boundaries, although some jurisdictions may extend beyond this. Mr. Steinhoff pointed out that the resolutions that petition the Governor to establish CARPC define priority areas for FUDA planning.

[Mr. Harvey enters at 4:30 p.m.]

Mr. Simpson is looking forward to seeing the ECR, future development areas, is concerned about a twenty-five-year NUSA boundary, and wonders how that will play out. Mr. Mesbah indicated that it is helpful that the communities have a 25-year boundary developed. This eases some of the strain of FUDA potential outcomes and helps manage long-term growth. He added that the idea is to make sure that all the information is available and that planning can be advanced. This would help identify developable land, what is the most strategic, and tied to adjacent infrastructural resources. Mr. Simpson noted that landowners may argue that we don't have the 25-year land yet within the boundary. Mr. Mesbah responded that the analysis will reveal this. The outcome could go either way, in that we may find too much in some land uses and not enough in others.

Mr. Simpson asked if this process will take into account the growth of Madison and Waunakee in the NUSA? Mr. Mesbah responded, ideally yes, noting that we can only use available information. He added that because of the grant, we can do more market studies and get some of these answers. The kind of growth in the central areas, will open markets in other sectors in your area. Mr. Richards would like to see absorption rates that are realistic instead of based on individual desires.

Mr. Roffers noted that every community thinks they will attract all the county's growth. Historically this area has attracted many businesses that locate here because of the transportation ease, not just the population size. Market studies will need to factor in that this is a regional destination. Mr. Mesbah stated that the end goal is to make sure communities are balanced. He noted that it was true that some locations are more suited for the heavier weight of jobs. Also, 25 years is not long-term growth boundary. NR 121 designated this time horizon, and up to now we have calculated the growth area and have provided the land. FUDA planning is an in-between approach and provides a screening process for development allocation.

Mr. Roffers noted another challenging question, how much retail can we expect, given that East Town is nearby. He is excited to hear about the market study opportunities. Mr. Simpson added that the Hwy 19 corridor could also pull commercial/retail business away from Sun Prairie and Waunakee.

Mr. Harvey asked what is the nexus between FUDA and the USA process? Mr. Mesbah informed the group that FUDA serves as a screening process for the USA Amendment process. The effort will look at potential growth areas and streamline the USA Process.

4. Overview of Sustainable Communities Grant

Mr. Steinhoff referred committee members to the summary handout titled, "Capital Region Consortium: Sustainable Communities Regional Planning." Mr. Steinhoff informed the group that this grant comes out a federal partnership program with HUD, EPA, and DOT. The money is intended to help locals prepare or execute a regional plan for sustainable development. The twenty-five member consortium's award is for \$2 million over the next three years. Half of the funds go to staff and technical capacity including three and one-half positions, urban growth scenario-planning, DNR carrying capacity, and transit modeling. The intended outcome is to have an update to the comprehensive plan as an amendment and incorporated into other regional plans.

Mr. Buchner asked if the \$1.9 million has already been received and if it was evenly distributed amongst the consortium partners. Mr. Steinhoff told the group that the effective date will be March 1 and last over three years. He added that new CARPC staff positions use most of the funds, the rest is for consultants for studies and modeling, and the four catalytic projects. Ms. Van Belleghem informed the group that many of the social and business organization have offered in-kind matches of staff time and will help get involvement from portions of the community that are typically not part of the public process. Mr. Steinhoff invited the members to review the entire budget on the CARPC website if they wanted to explore the details further.

Mr. Roffers offered his congratulations on the grant and informed CARPC staff that if they find there is not enough match, or if someone drops, DeForest will be matching with in-kind. With respect to regional market study, if each of us were to say what we think is the market in this region, the studies would confirm this. Can we make sure to get local market analysis at least in the pilot communities? Mr. Steinhoff thought that this made sense, but noted that local and regional market data will both be needed. He also said that we want FUDA planning to be replicable in other areas, and that future grant funding may not be available for local market studies. Mr. Richards noted that Mr. Roffers had a good point. For example, say they are using the wrong absorption rates,

they will need to understand what is going in the market place to make adjustments. Mr. Mesbah added that this also supports the five-year revisit to FUDA plan.

Mr. Roffers noted that with the level of collaboration this project can foster, the effort would be invaluable. Mr. Steinhoff informed the group that the analysis would not just consider amount of development, but also forms of growth, potential for higher density and mix of uses.

Mr. Mink asked what the ECR will include, because many concerns around development have arisen, given that we are at the headwaters and infiltration areas for aquifers. CARPC staff will have this for the group at the next meeting.

5. Steering Committee Role and Schedule: Discussion and Approval

The group reviewed the handout discussing roles and the schedule for the process. Mr. Steinhoff indicated that the schedule is revised somewhat to reflect the timing of the grant resources. Mr. Harvey asked if the planning process will be different for communities participating in the grant. Mr. Steinhoff denied this noting that the tools and resources for FUDA will go beyond the communities mentioned in the grant, and all communities will have access to the resources developed. Mr. Steinhoff will inform communities of the specific reporting requirements for the grant.

6. Next steps

Mr. Simpson asked if these were open meetings noting that he did not see notice of the meetings. Ms. Van Belleghem suggested that it be noticed by CARPC and the local jurisdictions. Each community process will have its own page where all documents can be kept and local jurisdictions can have links to this page.

7. Set future meeting dates and times

The Steering Committee will be held the 2nd Wednesday of the months listed on the meeting schedule. Second Wednesdays of other months (not listed on the schedule) will be held as tentative meeting dates, to be used if the need arises.

8. Adjournment

The meeting adjourned at 5:30 p.m.

Recorded by Bridgit Van Belleghem