

MINUTES

Capital Area Regional Planning Commission

November 13, 2008

City-County Building Rm 309, 210 MLK Jr Blvd, Madison WI

7:00 p.m.

Present: Zach Brandon, Curt Brink, Kristine Euclide, Carlton Hamre, Steve Hiniker, Sally Kefer, Harold Krantz, John Murray, Kurt Sonnentag, Phil Van Kampen

Absent: Martha Gibson, Jeff Miller, Larry Palm

Staff Present: Chris Gjestson, Kamran Mesbah, Bridgit Van Belleghem, Barbara Weber

1. Roll Call

Secretary Euclide took the Chair and called the meeting to order at 7:00 p.m.; roll was recorded. Ms. Euclide introduced Curt Brink as the new commissioner appointed by the City of Madison.

2. Approval of minutes of the October 23, 2008 meeting

Moved by Mr. Sonnentag, seconded by Mr. Murray, to approve the minutes of the October 23, 2008 meeting. Ms. Euclide noted that the minutes should indicate that Mr. Krantz was in attendance; amendment recognized as friendly without objection. Motion carried unanimously.

3. Review of agenda

No change.

4. Public comment for items not on the agenda

None.

5. New business

None.

6. Public Hearing

a. Staff Presentation on Town of Burke request to amend the *Dane County Land Use and Transportation Plan* and the *Dane County Water Quality Plan* by revising the Central Urban Service Area boundary and environmental corridors in the Town of Burke

Ms. Weber made a PowerPoint presentation on the amendment request, which proposes to add 22.3 acres to the Central Urban Service Area for redevelopment, of which 13.5 acres are existing right-of-way, 2.8 acres are existing developed land (two parking lots), and 6 acres are proposed to be in environmental corridors. She described the physical attributes of the amendment area and the proposed plans for the provision of sewer service. Mr. Mesbah noted that the northern portion of the amendment area was a source of sediment into Token Creek, and could be considered for easement for stream access. Ms. Weber described the impacts of the proposal, and the conditions and recommendations of approval of the CARPC staff report dated November 6, 2008. Staff answered questions from Commissioners.

b. Open Public Hearing to take testimony from registrants; close Public Hearing

Ms. Euclide opened the public hearing. Robert Hess, 3778 Hoepker Rd., Madison, representing the Town of Burke, registered to speak in support of the proposal. Mr. Hess stated that the proposal had been approved by Town Board and Plan Commission. Ms. Kefer asked how the proposal was approved when it was in the 100-year floodplain. Mr. Hess stated

that there were questions about the accuracy of the floodplain designation, and the flood boundary was being reassessed by FEMA. He stated that the Town Attorney had been working on the proposal to address a number of county-related issues, including flood mapping.

Hans Justeson, representing JSD Professional Services, Inc., 161 Horizon Dr., Verona, as engineer for Mad City Motor Sports, registered to speak in support of the proposal. Mr. Justeson stated that JSD had been involved in the surveying and engineering of the site since 2003. The stormwater management easements were already in place, and identified on the CSM. He stated that they had applied for a Letter of Map Revision (LOMAR) to FEMA to revise the floodplain map of the area; the new proposed maps had been used, but the LOMAR application had been sent back to them because FEMA was not able to take action on the revised maps. The new proposed maps indicated an elevation of 860 feet, beyond the 859 feet 100-year flood elevation. The LOMAR application is on hold until the maps are effective, which will likely be January 1, 2009. He stated that they had been working with the Town, sanitary district, and the Village to plan for the site. He stated that the previous USA delineation included a jog along a section line, which was likely done due to the lack of any other delineation guide, but it kept out a part of a developed commercial area; this amendment would add that area and designate part of the area within the existing USA as environmental corridors.

Ron Trachtenberg, 33 East Main St. #500, Madison, representing Vetesnik Enterprises LLC (owner), registered to speak in support of the proposal. Attorney Trachtenberg stated that the effluent from the site would be nominal. The need for the USA amendment to extend public sewer became known after all other permits had been secured. He described the collaborative work among the owner, town and county staff, and described the proposal as a significant improvement to the existing use.

George Vetesnik, 27347 Maple Ridge Ln., Richland Center, representing Mad City Power Sports, registered to speak in support of the proposal. Mr. Vetesnik stated that improvements were being made to the site, and have tried to retain the existing trees. Ms. Kefer asked about providing public access to the creek; Mr. Vetesnik stated that they did not have a problem with it, and the site has historically been used for access to the creek on the south side.

Ms. Euclide noted correspondence at commissioners' places from the City of Madison (letter dated November 10, 2008) indicating no objection to the proposal. Ms. Euclide closed the public hearing.

c. Consideration of Resolution CARPC No. 2008-24 amending the *Dane County Land Use and Transportation Plan* and the *Dane County Water Quality Plan* by revising the Central Urban Service Area boundary and environmental corridors in the Town of Burke

Moved by Mr. Sonnentag, seconded by Mr. Hamre, to adopt Resolution CARPC No. 2008-24 with the conditions and recommendations of the staff analysis dated November 6, 2008. Commissioners asked questions of staff. Ms. Euclide referred to the staff report recommendation that dedication of the parking area north of the creek be made for either public access or for the restoration to its natural condition; she asked why not both, and why was restoring to vegetative cover not proposed as a condition of approval. Mr. Mesbah stated that conditioning restoration to vegetative cover would foreclose any other runoff mitigation options; he suggested using more general terms to address the treatment of runoff from the area. Ms. Euclide agreed. Discussion continued. Mr. Trachtenberg stated that they did not have any problems with Mr. Mesbah's suggested change to the conditions of approval, but

believed any dedication requirements were beyond the scope of the USA amendment process. Ms. Euclide moved that the restoration language in the second recommendation be changed to a condition of approval, so that the parking area north of Token Creek is to be restored to its natural state or other erosion control measures are implemented to protect Token Creek; amendment recognized as friendly without objection. Motion to adopt carried 10-0 on roll call vote.

7. Re-consideration of Resolution CARPC No. 2008-23 adopting the *Regional Transportation Plan 2030* as part of the Master Plan for the Dane County region

Moved by Mr. Sonnentag, seconded by Mr. Hiniker, to approve Resolution CARPC No. 2008-23. Motion carried on voice vote.

8. Consideration of Resolution CARPC No. 2008-25 amending the CARPC 2008 Budget

Moved by Mr. Hiniker, seconded by Ms. Kefer, to adopt Resolution CARPC No. 2008-25. Mr. Brandon asked why the laptop cost estimate had been so different from actual; Mr. Mesbah stated that the laptop was to support remote GIS processing as part of the FUDA local planning process, which required much more advanced specifications than a typical laptop. Motion carried unanimously on voice vote.

9. Consideration of entering into contract to provide water quality management planning services to DNR effective July 2008 through June 2009

Moved by Mr. Hiniker, seconded by Mr. Sonnentag, to enter into the contract. Motion carried unanimously on voice vote.

10. Consideration of Executive Committee recommendation to amend the CARPC internal controls

Ms. Euclide stated that the Committee recommended the proposed changes, which addressed the control deficiencies identified in the 2007 financial audit. Moved by Mr. Brandon, seconded by Mr. Murray, to amend the CARPC internal controls; motion carried unanimously by voice vote.

11. Consideration of Executive Committee recommendation to approve an exception to CARPC policies to allow the carry-forward of all of the Deputy Director's vacation and holiday leave remaining on December 31, 2008, into 2009

Mr. Gjestson described the circumstances which resulted in Mr. Mesbah accumulating surplus vacation leave which he was at risk of losing according to CARPC personnel policies; the Executive Committee recommended the policy exception at its meeting of October 23. Moved by Mr. Van Kampen, seconded by Mr. Hiniker, to approve the exception to CARPC policies to allow the carry-forward of all of the Deputy Director's vacation and holiday leave remaining on December 31, 2008, into 2009. Mr. Brandon expressed the need for CARPC policies to be clear that such an exception is for extenuating circumstances only. Discussion followed. Motion carried unanimously on voice vote.

12. Consideration of cancelling the meeting of December 11, 2008

Moved by Ms. Gibson, seconded by Mr. Sonnentag, to cancel the meeting of December 11, 2008. Motion carried unanimously by voice vote.

13. Communications

Provided in the meeting packet and by e-mail prior to the meeting.

14. Report of Chair / Discussion

a. Report on Executive Committee meeting of November 13

Ms. Euclide reported on the Committee meeting.

15. Report of Deputy Director / Discussion

Kamran reported on the status of the Executive Director recruitment as coordinated by the Personnel Committee. He reported that the first meeting of Policies/Criteria Advisory Group was scheduled for December 11, so CARPC would likely consider an extension of the Group's reporting deadline at the January CARPC meeting; the next CARPC meeting would be the January 22 Annual Meeting, which would include (1) election of officers; (2) a possible joint meeting between CARPC/BPP; (3) consideration of the 2009 work program, which staff was distributing to local units of government for comment; and (4) consideration of the 2009 meeting schedule, which staff proposed would be one meeting per month on 2nd Thursday, so long as Commissioners were available to meet on the 4th Thursdays in the event of urgent business.

16. Future agenda items

No other items discussed; the next meeting is scheduled for January 22, 2009.

17. Adjournment

Moved by Mr. Hamre, seconded by Mr. Krantz, to adjourn; motion carried at 8:30 p.m.

Recorded by Chris Gjestson