

AGENDA

Meeting of the Capital Area Regional Planning Commission

August 9, 2007 Fitchburg Community Center, Fitchburg Room, 5510 Lacy Road, Fitchburg WI

7:00 p.m.

Actionable items indicated in **bold**

1. Roll Call
2. Approval of minutes of the July 26, 2007 meeting
3. Review of agenda
4. Public comment
5. Presentation/discussion: Urban and Limited Service Areas and Environmental Corridors (continued from July 26)
6. Future agenda items, including discussion of scheduling a retreat and/or special meeting to discuss urban service area policies and processes
7. Discussion: How are we doing? Commissioner concerns and thoughts about the future
8. **Consideration of purchase of insurance (actionable item)**
9. Report of Interim Chair / Discussion
 - a. Executive Director recruitment update
 - b. CARPC Budget and Personnel Panel Bylaws
10. Report of Division Administrator / Discussion of Reports
 - a. Land use data requested from July 12, 2007 meeting
 - b. Discussion of Dane County Comprehensive Plan
 - c. July Staff Project Report
 - d. Commission / staff communications
 - e. Legal services
11. Adjournment

<p>If you need a sign language interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact DCCAPD staff at 266-4137, or TDD 266-4529, at least 72 hours in advance of the meeting.</p>
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MINUTES

Capital Area Regional Planning Commission

July 26, 2007

City-County Building, 210 MLK Jr. Blvd., Room 310, Madison WI

7:30 p.m.

Present: Zach Brandon, Joe Chase, Kristine Euclide, Martha Gibson, Kris Hampton, Carlton Hamre, George Kamperschroer, Sally Kefer, Harold Krantz, Jeff Miller, Larry Palm, Kurt Sonnentag

Also Present: Anne Sayers (nominated Commissioner but not yet appointed)

Absent: None

Staff Present: Chris Gjestson, Michael King, Kamran Mesbah, Steve Wagner, Barbara Weber

1. Roll Call

Interim Chair Miller called the meeting to order at 7:30 p.m.

2. Approval of minutes of the July 12, 2007 meeting

Moved by Mr. Krantz, seconded by Mr. Hampton, to approve the minutes of the July 12, 2007 meeting. Motion carried unanimously.

3. Review of agenda

There were no changes to the agenda.

4. Public comment

None.

5. Presentations/discussion: Urban and Limited Service Areas and Environmental Corridors

Mr. Mesbah made a PowerPoint presentation on urban and limited service areas, environmental corridors, and the Commission's authority and role as the regional planning commission and areawide water quality management agency for the Dane County region. The presentation will be continued at the meeting of August 9.

6. Discussion of CARPC bylaws

Mr. King referred to an e-mail message dated July 25, 2007 at the Commissioners' places from Dane County Corporation Counsel Attorney David Gault, which comments on the Dane County RPC Bylaws and staff annotations. Mr. Miller suggested a work group to discuss the details of the bylaws and report back to the full body. Members agreed; Mr. Miller requested that interested members notify him or Mr. Gjestson. (Messrs. Hampton, Miller, Kamperschroer, Palm and Ms. Euclide volunteered.)

7. Report by Interim Chair on Budget and Personnel Panel meeting of July 18, 2007

Mr. Miller indicated that the summary in the agenda packet sufficiently summarized the Panel meeting. The Panel amended the Commission's draft 2008 budget by reducing the

total operating reserve from \$120,000 to \$50,000, and by reducing the salary contingency from 5% to 2.5%. The reserve amount was reduced to more closely conform with the Dane County standard reserve of approximately 3% of unreserved revenues. Commissioners discussed the changes.

Mr. King noted that staff had conducted a cash flow analysis which indicated a year-end cash balance of \$25,000. Mr. Kamperschroer expressed concern that the amended operating reserve might be inadequate to address any unexpected legal costs in the event of a lawsuit. Mr. Palm suggested the Commission discuss its approach to building an operating reserve over the course of future budgets.

8. Authorization of Interim Chair certifying the 2008 budget charge to the County Clerk

Mr. Miller referred to the draft July 27, 2007 letter to Dane County Clerk Robert Ohlsen provided in the agenda packet. The letter certifies to Dane County the 2008 CARPC budget charge of \$680,455, of which \$54,036 would be provided by Dane County as in-kind services. The resulting payment from Dane County to the CARPC in 2008 would total \$626,419.

Moved by Mr. Hampton, seconded by Mr. Krantz, to authorize the Interim Chair to sign and submit the July 27, 2007 letter to Dane County Clerk Robert Ohlsen certifying the CARPC 2008 budget charge. Mr. Hampton suggested the Commission investigate requesting the full budget charge amount in a lump sum in order to maximize interest revenue; Mr. Brandon agreed. Mr. Brandon stated the importance of preparing future CARPC budgets earlier in the year in order to provide a longer timeframe for discussions between the Commission and the Budget and Personnel Panel. Motion carried unanimously.

9. Consideration of Resolution CARPC No. 2007-1 adopting the 2007 CARPC budget

Moved by Mr. Brandon, seconded by Mr. Sonnentag, to adopt the 2007 CARPC budget. Ms. Euclide requested that the budget reflect her request at the July 12 meeting for the long-term goals in the Environmental and Natural Resources category to include all the language of paragraph seven, including its sub-paragraphs, of the model resolution petitioning for the creation of the CARPC; this may be made by reference. Mr. Brandon recognized the request as a friendly amendment; there were no objections. Main motion carried unanimously.

10. Consideration of purchase of insurance

Mr. King stated that staff had secured a quote from Aegis Corporation for Community Insurance Corporation, but had not yet received a quote from Mortenson, Matzelle and Meldrum (MMM). He suggested that as a courtesy to MMM the Commission may wish to delay the purchase of insurance for two weeks to allow more time for MMM to submit a quote. Ms. Euclide clarified that the Aegis quote was for Errors and Omissions insurance coverage, and was not for the full Directors and Officers coverage for which a quote was requested. Moved by Mr. Hampton, seconded by Ms. Euclide, to defer action on the purchase of insurance. Motion carried unanimously.

11. Consideration of Resolution CARPC No. 2007-2 authorizing Interim Chairperson and staff to open CARPC bank account and request transfer of funds from Dane County

Mr. King stated that staff had contacted each of the seven banks listed in the agenda packet to inquire about interest-bearing checking accounts, and identified three (M&I, Amcore, and Park Bank) which offered competitive interest rates but with varied transaction charges. Staff was awaiting further information to identify the best option. Mr. Brandon requested that staff investigate the availability of sweep accounts to maximize interest revenue.

Moved by Mr. Palm, seconded by Ms. Gibson, to authorize the Interim Chair and staff to open a bank account with one of the three banks identified, and to authorize the transmittal of the July 27, 2007 letter to Charles Hicklin, Dane County Controller, requesting the transfer of funds to the CARPC. Motion carried unanimously.

12. Establishment of a CARPC Personnel Workgroup

Mr. Miller asked Commissioners to notify him or Mr. Gjestson after the meeting if they wished to serve on the CARPC Personnel Workgroup. (Messrs. Miller, Kamperschroer, Palm and Ms. Sayers volunteered.)

13. Future Agenda Items

Mr. Miller suggested that the Commission discuss at their next meeting the willingness and availability of members to hold a retreat or other special meeting in order to discuss its role and authority in more detail. Ms. Kefer suggested that a future meeting include a discussion on the pending urban service area amendments requests and how the Commission might address them.

14. Reports / Discussion of Reports**a. CARPC logo and letterhead**

Mr. King referred to the CARPC logo and letterhead as designed by Mr. Wagner. Letterhead, envelopes and business cards would be printed after a new website domain name had been established. Mr. Brandon requested that staff investigate the availability of the ".gov" top level domain for the CARPC.

b. Revised CARPC 2007 meeting calendar

The calendar was provided in the agenda packet, and identified the meetings on the fourth Thursdays of August, September and October starting at 7:30 p.m.

c. Land use data requested from July 12, 2007 meeting

Mr. King stated that the data would be provided at the next meeting.

15. Adjournment

Moved by Mr. Hampton, seconded by Mr. Brandon, to adjourn. Motion carried at 9:14 p.m.

Recorded by Chris Gjestson

Re: Presentation/discussion: Urban and Limited Service Areas and Environmental Corridors (continued from July 26)

At the Commission meeting of July 26 the presentation and discussion covered the authorizing and background laws related to urban and limited service areas and environmental corridors. The current approach and criteria for delineating environmental corridors were also covered. The continued presentation will cover the policies and objectives related to service area planning, and criteria currently included in adopted regional plans. Throughout the presentation, discussion concerning specific policy elements, rationale, and considerations will be encouraged. A copy of the PowerPoint presentation will be provided at the meeting.

Please bring the materials included in the July 26 meeting packet for this item.

Two additional tables have been prepared for the August 9 meeting at the request of the Commission. One of these is a table showing the criteria used by other regional agencies as well as the current policies of the *Dane County Water Quality Plan* and the *Dane County Land Use and Transportation Plan*. Listed Wisconsin regional agencies are agencies with areawide water quality planning authority. Listed national regional agencies also have water quality and natural resource protection authority, but they also have added stronger statutory planning authority by their states.

A second table shows the status of forthcoming urban service area amendments. This is an updated version of a table that was included in the July 26 packet. The complete USA amendment applications have been listed according to the date of receipt of the final application. The draft applications are not in any particular order.

Materials Presented with Item:

1. Table of Criteria for Sewer Service Area Expansion
2. Table of Forthcoming USA Amendments (updated version of table included in 7/26 meeting packet).

	Bay Lake RPC	East Central Wisconsin RPC	Southeastern Wisconsin RPC	Northeastern Illinois Planning Commission	Denver Regional COG	Portland Metro Council	Metropolitan Council (Twin Cities)	Dane County Water Quality Plan
Region	Brown, Door, Florence, Kewaunee, Manitowoc, Marinette, Oconto and Sheboygan counties.	Calumet, Fond du Lac, Green Lake, Marquette, Menominee, Outagamie, Shawano, Waupaca, Waushara and Winnebago counties.	7 county region	7 counties in NE Illinois	Association of 52 local governments in 9 county Denver region.	3 counties, 25 cities in the Portland, Oregon region.	7 County Twin Cities area	Dane County
Authority	RPC created by state statute. Administrates sewer service for Sheboygan, Manitowoc and Marinette areas.	RPC created by state statute. Designated USA planning agency for Fox Valley water quality planning area.	Regional water quality planning agency	Statutory authority for review	State and federal statutes	State statute	State statute - Owner of the system	RPC created by state statute w/additional authority through special agreement. Designated areawide water quality management planning agency.
Criteria:								
<i>Impact on water quality</i>	✓	✓	✓	✓	✓	✓	✓	✓
<i>Impact on natural resources</i>	✓	✓	✓	✓	✓	✓	✓	✓
<i>Transportation</i>		✓ (for expansion of unique facilities)			✓	✓	✓	
<i>Consistency with local/regional plans</i>	✓	✓	✓	✓		✓	✓	✓
<i>Consistency with population forecasts</i>	✓	✓	✓	✓	✓	✓	✓	✓
<i>Cost effectiveness</i>	✓	✓		✓	✓			✓
<i>Impact on agricultural/forest land</i>						✓		✓
<i>Local support/impact on neighboring communities</i>				✓	✓ (intergov. agreement)	✓		✓
<i>Facility capacity/endorsement by wastewater treatment agency</i>	✓	✓		✓	✓		✓	✓
<i>Ability to provide other community services (police, fire)</i>	✓	✓ (for expansion of unique facilities)				✓		✓
<i>Adjacency to existing boundary</i>	✓	✓				✓		✓
<i>Density</i>	✓	✓			✓		✓	✓
<i>Community separation</i>					✓	✓		✓
<i>Impact on regional facilities</i>					✓	✓	✓	✓
<i>Water service</i>					✓		✓	✓
<i>Housing</i>					✓		✓	✓
<i>Air quality</i>					✓			

Bay Lake Regional Planning Commission: Bay Lake RPC works with sewer service plans for the Sheboygan area, the Manitowoc area, and the Marinette area. Each has similar amendment criteria. Each area has a mapped area identified to accommodate projected future growth for the 20 year sewer service area. Requested amendments to the sewer service area boundaries fall in two categories. Type one amendments are required when the boundary changes but the total acreage stays the same (a swap). Type two is an amendment when the service area acreage increases. Type two amendments require additional information comparing population projections of the sewer service plan with actual population increases in the municipality, and comparisons of land projections in the plan with the actual amount of land vacant. The review also includes review of current development density of the municipality and the capacity of the existing sewer lines and treatment facilities to serve the area proposed for additions to the boundary.

East Central Wisconsin Regional Planning Commission: ECWRPC has delineated urban service areas which are geographic areas which are currently served or anticipated to be served with sanitary sewers within a 20 year planning period. ECWRPC has adopted “An Amendment Policy and Procedure For Sewer Service Areas” to provide a flexible, yet equitable and uniform basis for revision sewer service area boundaries. Sewer service area boundaries may change by a swap of equal acreage within the same sewer service area but not necessarily the same community. Vacant developable lands may be swapped for an existing unsewered urban development when a documented need for a sanitary sewer collection system exists. Sewer service boundaries may be expanded if there is a documented need for sanitary sewers to serve a proposed unique facility or development, or to accommodate unanticipated short term development based upon accelerated growth exceeding the forecasted total service area growth rate in the plan.

Southeastern Wisconsin Regional Planning Commission: There are approximately 50 systems in the seven county region, and each has a mapped 20 year boundary. SEWRPC processes amendment requests quarterly, and receives three or four requests for amendment per quarter. Sewer extensions in the growth area are reviewed for conformance with the regional water quality plan.

The key factor of the SEWRPC analysis of sewer service area amendments is the build out population of the amendment area. The build out population must be within the projected population range. SEWRPC does not use the sewer service area as a growth management tool and has few criteria for examining proposed amendments. They do not directly review transportation impacts or community services. There is no density requirement, and the capacity of the treatment facility is not a constraint. While adjacency to the existing service area boundary is the norm, it is not a requirement.

Northeastern Illinois Planning Commission: NIPC has a mandate for leadership of regional growth management and comprehensive land-use planning agency for Cook, Lake, McHenry, DuPage, Kane and Will counties. In 2006, NIPC merged with the Chicago Area transportation Study to form a new agency, the Chicago Metropolitan Agency for Planning. The role of the agency is advisory to the Illinois EPA, which is the decision making body for sewer area expansion. Reviews of all amendment requests are based on the “Recommended Criteria for Facilities Amendments to the Areawide Water Quality Management Plan for Northeastern

Illinois”. The agency is currently looking at implementing a new review of “Developments of Regional Importance”. This new review process would include expansion of sewer service area as a part of a broader review looking at a wider range of impacts, such as transportation. The agency’s role will still be advisory.

Denver Regional Council of Governments: DRCOG is responsible under state and federal statutes for regional water quality planning in the Denver area. It also has statutory responsibility to prepare and adopt a regional plan, known as Metro Vision. Metro vision is the foundation of all the regional council’s long range planning activities, establishing the need and demand for regional facilities and services.

A request for additional Urban Growth Boundary (or Urban Growth Area for about 5 communities that commit to the area total but do not develop a map showing the future boundary) requires that threshold criteria be met. The threshold criteria require the applicant community to demonstrate the need for additional allocation; provide a statement concerning how the community has explored alternatives to expanding the UGB/A; provide a map with the location of the proposed expansion; demonstrate how density has changed since 2000 and how the proposed development would be at a higher density than the community density; demonstrate a commitment to policies to promote infill development; and show how the community is currently meeting the demand for water supply, wastewater service and transportation facilities.

In addition to the threshold criteria, there 51 criteria derived from the Metro Vision Plan, in the categories of Growth and Development, Transportation, Environmental Quality and Metro Vision Implementation, which are scored 0 (not met), 1 (partially met) or 2 (fully met). The 51 criteria include 45 that apply to all communities, one that applies only to an incorporated rural town center, and five that apply to freestanding communities. The scores are then converted to percentage scores for direct comparison of submitted proposals.

Portland Metro Council: State law requires each Oregon city of metropolitan area to have an urban growth boundary (UGB) controlling urban expansion onto farm and forest lands. The urban growth boundary also promotes the efficient use of land, public facilities and services inside the boundary. Metro is responsible for managing the Portland UGB. A 20 year supply of land for future residential development is required. The land supply is reviewed every five years and the boundary is expanded if necessary. In its 2002 review, the Metro Council also asked staff to determine how much land would be required to meet a 20 year land supply for new jobs.

State law defines the criteria used to determine the order in which lands are included within the UGB. In general, high priority lands must be included before lower priority lands can be added.

First Priority: Urban reserve land – Areas designated as lands that could be brought into the urban growth boundary in the future to accommodate growth. Metro does not have designated urban reserves at this time.

Second Priority: Exception (or non-resource) land – Land next to the urban growth boundary that is not farm or forest, or farm or forest land that is completely surrounded by exception land but that is not “high value” farm or forest land.

Third Priority: Marginal land – A classification of exception land unique to Washington County that allows dwelling units on exclusive farm use land.

Fourth Priority: Farm or forest land. Within this category, soil class or forest productivity further sets priorities. The best, most productive farm or forest land is the last land to be considered for inclusion in the urban growth boundary.

Within these priorities, other factors are also considered.

Land may be added to the UGB between the five year analyses, only for public facilities and services, public schools, natural areas, land trades, and other non-housing needs. Small changes (less than 2 acres addition, less than 20 acres swap) may be made for siting roads and lines for public facilities and services; to trade land outside the UGB for land inside the UGB; or to make the UGB coterminous with nearby property lines or natural or built features.

Metropolitan Council (Twin Cities): Changes to the Metropolitan Urban Service Area require consistency with the local comprehensive plan. The Council reviews the local comprehensive plans and amendments to local comprehensive plans. The Council can require changes to the local plan if the local plan “may have a substantial impact on or contain substantial departure from metropolitan system plans” developed by the Council for sewer, transportation, parks or aviation. The Council provides community-specific guidelines to each community as plans are updated (called a system statement). Local plan must conform with system plans developed by the Metropolitan Council. Plans are reviewed for consistency with other policies of the Council, but cannot be required to be amended to be consistent with the policies. Likewise, the Council may offer to facilitate resolution of conflict between comp plans, but cannot require compatibility.

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
Stoughton/V. of Stoughton (Nordic Ridge)	On hold	Pub. Hrg. Held 11/16/06	50.5	0	0.9	49.6	No	417.2	1,675	9/25/06
	Residential development on the southwest side of Stoughton. Waiting for refinements related to drainage and stormwater issues.									
Deerfield/V. of Deerfield	Complete application	5/23/07	389.5 (net)	29.0	75.6 (net)	284.9	Delete 18.5 acres including 8.3 acres EC	114.5	285	4/10/06
	Proposed addition west and southwest of the existing USA, and deletion from the southeast corner of the existing USA, for development of 743 residential units and 52 acres of commercial park development. The net developable area added by this proposed amendment is equal to the maximum allowable addition to the USA. TIF deadlines apply to this amendment so that construction needs to be underway by March 2008. Special Characteristics: The Glacial Drumlin Trail comprises four acres of this amendment as it passes through the northernmost part of the amendment area.									
Verona/C. of Verona (Livesey)	Complete application	6/14/07	113.6	2.0	10.6	101	No	715.9	1,854	11/02/05
	Proposed addition in the southeast corner of the City of Verona, south of CTH M, for industrial development, an expansion of the adjacent Technology Park subdivision. Special Characteristics: Next to county park and Ice Age Trail. Located in Sugar River Watershed.									

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
CUSA/C. of Madison (Cherokee)	Draft received	6/15/07	55.8	0	15.8	40	No	6581.9	8,254	6/11/07
	<p>Proposed addition in the City of Madison, north of Wheeler Road and east of N. Sherman Avenue, in the Cherokee Neighborhood, for development of 175 housing units.</p> <p>Special Characteristics: Cherokee Marsh abuts the proposed amendment area to the north and may impose special stormwater concerns on this development.</p>									
Roxbury/T. of Roxbury (Bavarian Village)	Draft received	6/22/07	5.22	0	0.0	5.22	No	100.4	N/A	
	<p>Proposed addition south of CTH Y and west of Maier Creek to incorporate the remaining portion of the Bavarian Village subdivision into the USA. Nine of the residential lots are located in the proposed amendment area.</p> <p>Special Characteristics: This amendment proposal includes a change in designation from Urban Service Area to Limited Service Area. The amendment proposes a one time addition of 5.22 acres in conjunction with conversion to a LSA.</p>									
Rockdale/V. of Rockdale	Draft received	6/22/07	7.8 (net)	0.8	7.0	0	Delete 21.7 acres developable area	22.8	N/A	9/09/04
	<p>The amendment proposes to remove 21.7 acres from the USA north of the Village and add four properties totaling 29.5 acres on the east and south. The proposal calls for 31 housing units to be added.</p> <p>Special Characteristics: This amendment proposal includes a change in designation from Urban Service Area to Limited Service Area. The amendment proposes a one time swap of acreage in conjunction with conversion to a LSA. Some wooded steep-sloped areas are located within the proposed environmental corridor. Potential stormwater issues.</p>									

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
Marshall/V. of Marshall	Draft received	7/16/07	63.8	0	29.3	34.5	No	414.6	203	9/09/04
	<p>Proposed addition is located in the southern portion of the village, south of Main Street and east of Deerfield Road (STH 73) for development of 80 residential units and 11.3 acres of commercial and industrial development.</p> <p>Special Characteristics:</p> <p>Potential wetland impact.</p> <p>A new well will be necessary to meet capacity requirements.</p>									
Wauakee/V. of Wauakee (Hogan Road)	Draft received	9/7/06	20.67	10.67	0	10.0	No	796.4	1,843	6/15/04
	<p>Proposed addition at southwest corner of STH 19/113 and Hogan Road, for commercial development. Preliminary comments transmitted September, 2006.</p> <p>Special Characteristics:</p> <p>Encompasses floodplain area.</p> <p>In Six Mile Creek Watershed.</p>									
Northern/T. of Windsor (Bear Tree)	Draft received	10/24/06	348.6	48.6	81.1	218.9	No	1,882.6	1,116	6/08/07
	<p>Located south of Windsor Road and east of USH 51. Proposed for development of 832 residential units. Preliminary comments sent 11/17/06.</p> <p>Special Characteristics:</p> <p>In Token Creek Watershed.</p> <p>Not adjacent to current USA. Will require the addition of DeForest Bear Tree amendment first.</p> <p>Potential issues with coordination of services.</p> <p>Potential stormwater and groundwater issues.</p>									

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
Northern/V. DeForest (Bear Tree)	Draft received	11/27/06	455.3	35.0	28.8	391.5	No	1,882.6	1,116	6/08/07
	Located north of STH 19 and south of Windsor Road, primarily east of USH 51. Proposed for development of 448 residential units, 106 acres of commercial use and 189 acres of office/research use. Preliminary comments sent 1/24/07. Special Characteristics: In Token Creek Watershed.									
Mazomanie/V. of Mazomanie	Draft received	7/6/07	200.3	1.1	56.3	142.9	Deletes 30 acres from current USA	188.6	108	9/23/04
	Possible phased USA amendments to incorporate approximately 170 acres.									
Waunakee/V. of Waunakee	Anticipated	N/A	423.0	unknown	unknown	unknown	No	796.4	1,843	6/15/04
	Proposing addition of three residential developments located east of CTH Q and south of Woodland Drive; and north of STH 19 and east of Hellenbrand Road, for development of approximately 920 residential units. Special Characteristics: In Six Mile Creek Watershed.									
Belleville/V. of Belleville	Anticipated	N/A	4.9	0	unknown	unknown	No	183.3	209	6/12/03
	Located on the northwest side of Belleville, south of Gehin Road and west of Welch Street. Estimated acreages. Adding the remainder of a residential development which is already mostly within the USA. Hoped to begin road construction by October, spring construction for homes.									
Blue Mounds/V. of Blue Mounds	Anticipated							131.4	99	11/11/99

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
Albion/T. of Albion	Anticipated						No	55.4		
	Limited Service Area.									
Stoughton/V. of Stoughton (Mabie)	Anticipated							417.2	1,675	9/25/06
	Approximately 150 acres west of Stoughton, north of STH 138 and west of USH 51, for mixed use development. Special Characteristics: Potential stormwater and drainages issues.									
Stoughton/V. of Stoughton (Wal-Mart)	Anticipated							417.2	1,675	9/25/06
	Approximately 183 acres northwest of Stoughton, for development of a Wal-Mart Super Center and residential neighborhood. Special Characteristics: Potential stormwater and drainage issues.									
Belleville/V. of Belleville	Anticipated							183.3	209	6/12/03
	Larger amendment on the west side of the Village of Belleville.									
CUSA/T. of Verona (Grandview Neighborhood)	Anticipated							6,581.9	8,254	6/11/07
	Residential development in the Town of Verona between Fitchburg and the City of Verona. Special Characteristics: Potential service provision issues.									

Forthcoming USA Amendments

USA/ applicant	Status	Date Received	Total Acres	Existing Development	Environmental Corridor	Net Developable	Swap?	2005 Estimated Developable Acres in USA	Current Maximum Allowable Addition (Developable Acres)	Last Amended
CUSA/T. of Burke (Daentl Rd.)	Anticipated		15.1			0.0		6,851.9	8,254	6/11/07
	USA amendment south of Interstate 90/94/39 and north of Daentl Road, to allow service to existing commercial development.									
Mt. Horeb/ V. of Mt. Horeb	Anticipated							481.5	698	7/18/02
	Expected August or September									
Oregon/V.of Oregon (Oregon Parks Neigh.)	Anticipated		21					524.5	848	10/25/06
	Located west of the Village of Oregon, north of Netherwood Road, for development of 80 residential units.									

Re: Future Agenda Items including discussion of scheduling a retreat and / or a special meeting

Decision Items:

1. Schedule retreat and /or special meeting.
2. Identify future agenda items.

Retreat

The Commission has discussed a retreat to: 1) evaluate the Dane County Land Use and Transportation Plan policies to determine if the Commission supports them as a basis for the Commission review of urban service area amendments and future planning and 2) review the Dane County Regional Planning Commission's (or current) criteria for review of urban service areas and determine what criteria the new commission will use.

Staff has developed a preliminary retreat outline (attached) and is evaluating if it would be possible and desirable to have a facilitator guide/lead the Commission's discussion. It appears to staff that it might be desirable to have a two-hour session on one day followed by a three or four hour session on another day.

Possible retreat times are: August 30th (the 5th Thursday in August – but leading into the Labor Day weekend); Saturday September 8th (UW football is at UNLV); Saturday September 15th (UW football at home vs. The Citadel). The 30th could be scheduled as a two hour meeting starting at 7:00 or could involve an early start at 4:00 or 5:00, bring in dinner, and continuing until 8 or 9. Saturday morning meetings should be limited to 3 hours; 8:30 – 11:30 seems to work well.

Staff suggests a stand alone two-hour retreat meeting to complete Part 1 of the retreat outline, (which seems to end at a natural breaking point). This would be followed by a three-hour session covering Parts 2, 3, and 4. Additional work on Part 4 at a subsequent meeting is likely to be needed.

Materials Presented with Item:

1. Preliminary Draft of Retreat Outline.

Other Future Agenda Items

Staff will prepare a list for distribution at the meeting.

Retreat Outline - Preliminary Draft

Part 1. Issues and Opportunities Identification

Brainstorming and broad discussion of environmental protection and growth issues facing the county. Typically issues and opportunities would be listed on a flip chart. Issues are often, but not always, problems to be overcome. This discussion also should identify positive “opportunities.” Opportunities might be such things as the expansion of the bio-tech industry sector in the county or improving planning through increased intergovernmental coordination.

Prioritize the issues and opportunities which are strongly related to the work of the Commission.

Materials: Background material on “policy plans” and excerpts from the 2005 Comprehensive Planning Survey of Dane County Residents.

Part 2. Review and discussion of goals and objectives contained in the Dane County Land Use and Transportation Plan and Dane County Water Quality Plan.

Determine what goals and objectives the Commission supports, opposes, or needs more information on. Are there issues or opportunities that the Commission identified in Part 1 that should be included as a goal or objective? Should any additional goals and objectives be added?

Materials: Excerpts from the goals and objectives of both plans and the Clean Water Act

Part 3. Review and discussion of urban service area amendment criteria

Review current (DCRPC) criteria and identify which the Commission supports, opposes, or needs more information on. What information would the Commission like to see that is not currently provided and should be included as a criteria for review of urban service area amendments?

Materials: Current criteria and information concerning criteria used by other similar agencies.

Part 4. Preliminary discussion of the next steps for the Commission’s development of a regional plan.

The discussion from the previous sections is anticipated to result in identification of additional information, policies and plans or plan elements that the Commission would like to have. That provides a

good starting point for a discussion about what the Commission would like to have as a regional master development plan along with the required plan elements of plans developed under Wisconsin's Smart Growth law. Key questions are what if any additional plan elements the Commission would like to see in the short term (likely to help guide development of future urban area development plans and potentially as a basis for evaluating future urban development area plans). An important consideration is the relationship between Commission plan elements and future urban development area plans. Additionally, given the direction the Commission has been given to work with communities to complete future urban area development plans, work on some elements of a new comprehensive plan will have to be delayed.

The first required element of a Wisconsin smart growth comprehensive plan is an "Issues and Opportunities" element which includes population, housing and employment forecast and demographic trend information along with goals, objectives and policies to guide the development and redevelopment of the local government unit. Other required elements include: housing; transportation; utilities and community facilities; agricultural, natural and cultural resources; economic development; intergovernmental cooperation; land use; and implementation.

Materials: Information on other countywide plans and background information on the plan elements required by Wisconsin law.

Re: Consideration of purchase of insurance.

Decision Items:

1. Consider authorizing the Interim Chair to work with staff to obtain the required insurance coverage, expending up to \$3,000 as provided for in the 2007 budget.

At the July 26 meeting, staff reported that a quote from Aegis Corporation had been secured for Errors and Omissions (E&O) liability coverage, which was considered by Aegis to be sufficient for the Commission's needs. Premium for E&O was quoted at \$500 for a limit of \$1,000,000 retroactive to the CARPC creation date of May 2, 2007.

The Commission agreed to defer action on the purchase of insurance for two weeks so that a second broker - Mortenson, Matzelle and Meldrum (MMM) - could have additional time to obtain a quote for the full Directors & Officers coverage. Staff has been notified by MMM that Travelers Insurance is finalizing a quote; staff will provide a report to the Commission at the meeting.

Re: Report of Interim Chair / Discussion.

Decision Items:

1. Consider the membership of the Executive Director recruitment Grading Panel and/or Interview Panel.

a. Executive Director recruitment update

Dane County Employee Relations staff, with assistance by CAPD staff, has written an advertisement for the recruitment of the CARPC Executive Director position, including an abbreviated, cost-effective version to be printed in the Wisconsin State Journal on Sunday, August 5. The abbreviated ad refers to the RPC website and Dane County for access to the full position profile and application materials, including the candidate questionnaire. The candidate questionnaire is being developed by staff with the assistance of faculty of the UW-Madison Department of Urban and Regional Planning.

On August 1, staff registered to post the ad at the following websites:

- 1) American Planning Association (www.planning.org, over 75,000 user visits per month);
- 2) National Association of Development Organizations (www.nado.org, over 5,000 user visits per month);
- 3) National Association of Regional Councils (www.narc.org, 4,000 to 6,000 user visits per month);
- 4) Wisconsin Jobnet (<http://www.dwd.state.wi.us/jobnet/mapWI.htm>);
- 5) Govtjobs.com (www.govtjobs.com); and
- 6) Planetizen.com (www.planetizen.com, approximately 30,000 user visits per month).

The postings will run through the recruitment deadline of August 31. Dane County Employee Relations will collect the applications and questionnaires as they are submitted.

The CARPC-adopted selection process includes the creation of a Grading Panel which will review and score the applications and questionnaires received. The Grading Panel will forward their applicant rankings to the full Commission, which will determine the applicants to be interviewed by the Interview Panel.

The Commission may want to consider who might serve on the Grading Panel, which should include qualified individuals outside the CARPC, and who might serve on the Interview Panel. The Grading Panel could meet on one day during the first half of September; the Interview Panel could conduct interviews on a number of days over the second half of September. Presuming a sufficient number of qualified candidates, the process would be on track to forward the list of three names to the Budget and Personnel Panel for consideration in the first half of October.

b. CARPC Budget and Personnel Panel Bylaws

At their meeting of July 18, the Budget and Personnel Panel (BPP) adopted its own bylaws, as drafted by Mark Hazelbaker, attorney for the Dane County Towns Association, and reviewed by Jim Voss (City of Madison), Topf Wells (Dane County), and Forbes McIntosh (Dane County Cities and Villages Association). The bylaws were drafted to provide a framework for the BPP's role and authority, as set forth in the resolutions of the local governments petitioning for the creation of the CARPC and as interpreted in state statutes.

The BPP bylaws are attached. Some notable provisions include:

- Although the CARPC creation resolutions stipulate that the CARPC Chairperson is to be a non-voting member of the BPP, this is not included in the bylaws (Paragraph 1.2). This was brought to a member's attention after the meeting, and will be discussed at the next BPP meeting.
- A quorum of the BPP is all four voting members, and members may not send a designee or vote by proxy (Paragraphs 2.6 and 2.7).
- The BPP will hire the CARPC Executive Director from a list of three candidates submitted by the CARPC; however, if the BPP finds the three candidates "unacceptable," or if the selection process is considered by the BPP to have been "conducted improperly," it may reject the names and direct a new search (Paragraphs 4.3 and 4.4).
- The BPP will develop a separate policy to address the conduct and performance of the Executive Director.

Materials Presented with Item:

1. CARPC Executive Director advertisement and position profile
2. Budget and Personnel Panel Bylaws

**EXECUTIVE DIRECTOR
CAPITAL AREA REGIONAL PLANNING COMMISSION**

The Capital Area Regional Planning Commission (CARPC), based in Madison, WI, is seeking a leader to facilitate the creation and implementation of a unified and sustainable vision for the physical development and environmental protection for Dane County. The Executive Director is the Chief Administrative Officer of the Commission and is responsible for the overall performance and management of Commission operations. The position requires a combination of education and experience equivalent to graduation from a college or university with a Master's degree in planning, administration, or closely related field and seven years experience in comprehensive planning, at least five of which include advanced planning experience with project supervision or program management responsibility. Experience in natural resource planning for urbanizing and ecologically diverse and sensitive areas is highly desired. A complete position profile, salary information, and application materials are available on the Commission's website, www.danecorpc.org, or can be obtained by calling the Dane County Employee Relations Job Line at 608-266-4123, TDD equipment only 608-266-4529. **Recruitment deadline is 4:30 PM, Friday, August 31, 2007.** EOE.

**EXECUTIVE DIRECTOR
CAPITAL AREA REGIONAL PLANNING COMMISSION (CARPC)**

ABOUT THE CAPITAL AREA REGIONAL PLANNING COMMISSION

The Capital Area Regional Planning Commission (CARPC) was created on May 2, 2007 by Executive Order of the governor of Wisconsin in order to serve as the land use and area wide water quality management planning body for the [Dane County](#) region. Based in [Madison, Wisconsin](#), the Commission adopts, maintains, and coordinates the region's master plan and area wide water quality management plan to manage the growth of sewered urban development within the county. The Commission also assists local communities in developing Future Urban Development Area Plans that identify environmentally sensitive areas and areas appropriate for urban growth. The Commission also serves as the Census clearinghouse for the region and provides other planning-related services and data to local governments.

The Commission is composed of 13 members, each appointed by one of four principle authorities (President of the Dane County Towns Association, President of the Dane County Cities and Villages Association, Dane County Executive, and Mayor of the City of Madison). The CARPC Budget and Personnel Panel is composed of the four appointing authorities. The Executive Director will report to the Commission and serve at the pleasure of the CARPC Budget and Personnel Panel.

In 2007 the Commission's operating budget was approximately \$950,000 and employed a staff of six full-time and two part-time employees not including the Executive Director.

POSITION PROFILE

The Executive Director is responsible for leading the creation and implementation of a unified and sustainable vision for the physical development and environmental protection of the region by working with the Capital Area Regional Planning Commission, its staff, regional and local leaders, citizens and other stakeholders. The Executive Director is responsible for the overall performance and management of Commission operations including the implementation of the Commission's goals, policies, and initiatives and the appointment, supervision, and removal of all employees, subject to Commission approval. The Executive Director also develops and proposes an annual budget and manages its implementation. Finally, the Executive Director creates and presents technical analyses, information, and policy recommendations and is responsible for compliance with federal and state laws and regulations. The general responsibilities of the position will include:

- Providing leadership and facilitating regional planning activities as directed by the Commission;
- Implementing and effectively communicating policies, programs and initiatives at the direction of the Commission;
- Planning, organizing and prioritizing the activities of the agency;
- Developing and managing an annual budget and work plan to implement the goals and objectives of the Commission;
- Supervising, directing, and overseeing the conduct and performance of staff;
- Fostering meaningful dialogue and collaboration among all units of government;
- Generating and presenting analyses, plans, information and policy recommendations to the Commission, elected officials, other stakeholder groups, and the public;
- Coordinating the activities of the agency with other governmental agencies;
- Preparing a variety of correspondence and reports to state and local officials and other stakeholders; and
- Ensuring compliance with state and federal laws and other regulations.

In order to be successful in the position, candidates for the Executive Director position should also possess and be prepared to demonstrate competencies, skills, and abilities in the following areas:

- Representing regional entities while working with the public to solicit interest in and attract support for regional development and conservation activities and concerns;
- Facilitating and achieving consensus among diverse groups and interests;
- Leading and providing staff direction and motivation;
- Selecting, supervising, and developing staff;
- Creating and maintaining a workplace atmosphere of respect and professional neutrality;
- Communicating ideas, strategies, and policies orally and in writing;

- Developing private and public communications and maintaining positive public relations in a politically and socially diverse environment;
- Mobilizing resources to achieve the goals of the agency;
- Understanding regional planning, wastewater systems planning, public management and administration;
- Preparing, implementing and managing an annual budget;
- Interrelating the physical, environmental, social, economic, financial, and governmental components and systems within a region and projecting those inter-related systems into the future;
- Managing program development, implementation and evaluation; and
- Acting as a legislative liaison.

EDUCATION AND EXPERIENCE REQUIREMENTS

The position requires a combination of education and experience equivalent to graduation from a college or university with a Master's degree in planning, administration, or closely related field and seven years experience in comprehensive planning, at least five of which include advanced planning experience with project supervision or program management responsibility. Experience in natural resource planning for urbanizing and ecologically diverse and sensitive areas is highly desired.

SALARY AND BENEFIT INFORMATION

The salary range for this position is \$80,000 to \$100,000 annually plus an excellent benefit package. The salary, benefit package, and other terms of employment will be established through a negotiated employment contract.

APPLICATION MATERIALS

To be considered for the position, candidates must submit the application form, a cover letter describing the candidate's interest in the position, an updated resume, and a completed candidate questionnaire. All application materials must be sent to the Dane County Employee Relations Division, 210 Martin Luther King Jr., Blvd., Room 418 City-County Building, Madison, WI 53703. **The deadline for submitting application materials is 4:30 PM on Friday, August 31, 2007.** The application form and questionnaire can be downloaded below:

- Application Form (download)
- Candidate Questionnaire (download)

Application materials can also be obtained by calling the Dane County Employee Relations Job Line at 608-266-4123, TDD equipment only 608-266-4529, or can be obtained in the Dane County Employee Relations Division Office located at 210 Martin Luther King Jr., Blvd., Room 418 City-County Building, Madison, WI . 53703.

Recruitment deadline is 4:30 p.m., Friday, August 31, 2007.

BY – LAWS OF THE CAPITAL AREA REGIONAL PLANNING COMMISSION
BUDGET & PERSONNEL PANEL

Section	Title
1	Organization
2	Meetings
3	Records
4	Hiring, Evaluation and Removal of Executive Director of CARPC

1. Organization.

- 1.1 The Budget and Personnel Panel (the “BPP”) is established pursuant to Executive Order 197 of Wisconsin Governor James E. Doyle to perform the functions and exercise the authority conferred upon the BPP in the Membership Plan proposed in the Resolutions adopted by the communities of Dane County.
- 1.2 The BPP shall consist of the County Executive of Dane County, the Mayor of the City of Madison, the President of the Dane County Cities and Villages Association and the President of the Dane County Towns Association.
- 1.3 The BPP members shall elect a chairperson to preside at meetings of the BPP. The BPP’s chairperson shall have no additional authority by virtue of that position.
- 1.4 The BPP may act solely by motion or resolution.

2. Meetings.

- 2.1 The BPP shall meet annually at a time and date scheduled by its members which will make it possible for the BPP to review and act on a proposed levy and budget for the BPP for the ensuing year. Action by the BPP shall be taken by August 1 of each year unless the BPP shall unanimously determine a different date.
- 2.2 The BPP shall meet at the call of the chairperson provided that written notice of the meeting shall have been given to each member not less than two weeks in advance of the meeting date.
- 2.3 Every effort shall be made to assure that all four members of the BPP are available to meet before a meeting is scheduled.
- 2.4 Meetings shall comply with the provisions of the Wisconsin Open Meetings Law, sec. 19.81, Wis. Stats., et seq. Notice of the meetings of the BPP shall be posted, pursuant to sec. 985.02 (1), Wis. Stats., in the following three public places:
 - (a) The County Clerk’s Public Notice Bulletin Board in the City-County Building, 210 Martin Luther King, Jr., Blvd.;

- 47 (b) the City of Madison's Municipal Building at 215 Martin Luther
48 King, Jr. Blvd.; and
49 (c) the City or Village Hall of the City or Village headed by the
50 President of the Cities and Villages' Association; and,
51 (d) the Town Hall of the Town chaired by the President of the
52 Towns Association.
53 (e) Notice shall be sent to any person or news media requesting the
54 same. Notice sent by email shall be sufficient compliance with
55 this provision.
- 56 2.5 Minutes of meetings shall be kept at the direction of the BPP which shall
57 record attendance and all actions taken by the BPP.
- 58 2.6 Quorum of the BPP shall consist of all members. All action shall be taken
59 only by vote of the majority of all members.
- 60 2.7 Members may not send a designee to BPP meetings or vote by proxy.
- 61 2.8 Meetings shall be governed by Robert's Rules of Order.
- 62
- 63 3. Records
- 64
- 65 3.1 Pursuant to sec. 19.33 (2), Wis. Stats., the Executive Director of the
66 Capital Area Regional Planning Commission is designated as the Legal
67 Custodian of the records of the BPP except those related to the BPP's
68 exercise of its authority under Section 4 of these By-Laws, the
69 employment of the Executive Director. The BPP Chairperson shall be the
70 Legal Custodian of all records related to Section 4.
- 71 3.2 In the event that the Executive Director or the Chairperson denies a
72 request for inspection or other access to the records of the BPP, the
73 Executive Director or the Chairperson shall furnish a copy of the request
74 and the denial to all members of the BPP.
- 75
- 76 4. Hiring, Evaluation and Removal of Executive Director of CARPC.
- 77
- 78 4.1 Hiring. In the event of a vacancy in the position of Executive Director, or
79 upon receipt of notice that the incumbent Executive Director intends to
80 resign or retire, the BPP shall work cooperatively with the CARPC to
81 select a successor Executive Director.
- 82 4.2 The BPP may recommend a selection process or method to the CARPC.
- 83 4.3 The BPP shall select the Executive Director. The BPP shall select the
84 Director from a list of three candidates which is the product of the search
85 and screen process used by the CARPC.
- 86 4.4 The BPP may, if it finds all three candidates to be unacceptable, reject all
87 candidates and direct a new search. Additionally, if it shall appear to the
88 BPP that the selection process used by the CARPC was conducted
89 improperly, the BPP may inform the CARPC of the deficiencies and direct
90 that the search be modified, if possible, or re-opened.

July 11, 2007

- 91 4.5 The person appointed as Executive Director shall serve at the pleasure of
92 the BPP under the terms of an employment agreement approved by the
93 BPP.
- 94 4.6 The BPP shall provide the Executive Director with periodic guidance as to
95 the Executive Director's performance. The BPP shall conduct a formal
96 performance appraisal of the Executive Director at least annually.
- 97 4.7 The BPP shall adopt a separate policy governing the conduct of the
98 Executive Director, including disciplinary procedures which shall be used
99 to address performance problems and the procedure for termination of the
100 Executive Director.

Re: Division Administrators Report

a. Land Use Data

At the July 12th meeting Commissioner Euclide asked for information on the amount of developable land within Urban Service Areas. Attached is a draft table that staff developed. In 2005 we estimate that 17,205 acres or almost 27 square miles of “developable” land was included in urban service areas. “Developable” includes both “vacant” and “agricultural” land. Additionally some “open lands” and “woodland” may also be developable.

The total land area within urban service area was 131,567 acres or about 206 square miles. The service area also includes 22,445 acres or about 35 square miles of environmental corridor lands. Developed land amounted to 66,344 acres or 104 square miles. We broke out separately “outdoor recreation land” (parks, golf courses etc.) which we also consider to be developed. When we combine both categories the total developed land would be 68,376 acres or 107 square miles.

b. Dane County Comprehensive Plan

As outlined in the attached media notice a public review meeting is scheduled on August 8th - - one day before the Commission meeting. Dane County has been working to develop a new comprehensive plan since 2003. In 1997 both the Dane County Regional Planning Commission and the Dane County Board adopted the Dane County Land Use and Transportation Plan. One of the bases of the new plan is the 1997 plan. Various county committees will also be holding meetings on the proposed plan, as outlined in the attached memo from Scott McDonell.

Like the 1997 Dane County Land Use and Transportation Plan, the proposed plan is a “policy plan.” Policy plans layout a comprehensive set of goals, objectives and policies to be used as a guide to consistent future decision making. Many policies are quite general. Future planning decision making involves interpreting the plan and applying the policies to the situation at hand.

The proposed plan appears to be generally consistent with the 1997 plan and includes or reflects a good deal of the planning work undertaken by this agency. When the Commission undertakes a review of the 1997 Dane County Land Use and Transportation Plan goals and policies in the next month, some comparison with the new plan’s policies would be appropriate. Additionally some Commission review of the plan will be appropriate. Notably, in an “implementation summary table” in the plan lists agencies that should be involved with in implementing the plans goals, objectives and policies. The Capital Area Regional Commission appears in the table a number of times.

Staff will put some additional and thought into what Commission review and comment on the proposed plan might be appropriate, and we would like to hear any thoughts that the Commission has on the matter.

c. July Staff Project Report.

This report will be distributed at the meeting.

d. Commission/Staff Communications.

Attached are updated and complete contact information.

e. Legal Services.

At the June 28th Commission meeting staff was given direction to use Dave Gault, Assistant Corporation Counsel for legal advice concerning organizational matters. The Commission did not give staff any specific direction concerning Attorney Dick Lehmann's offer of pro-bono legal assistance. I would like to consult with Mr. Lehmann regarding the Commission anticipated action to "accept," "endorse" or "adopt" the Dane County Land Use and Transportation Plan. In particular, I am interested in how to read the Wisconsin regional planning statutes and the Wisconsin smart growth law together, and consider what action it would be appropriate for the Commission to take on the plan.

Materials Presented with Item:

1. 2005 service area and land use calculations table
2. Media Notice re public meetings on the Dane County Comprehensive Plan
3. Memo from Scott McDonell re review of the Dane County Comprehensive Plan
4. Updated CARPC contact information

2005 Service Area & Land Use Calculations

7/27/07 Draft

	ACREAGE OF AREA OUTSIDE OF ENVIRONMENTAL CORRIDOR									
	Service Area (2005)	Environmental Corridor (2005)	Developed Land	Outdoor Recreation	Water	Woodland	Open Land	Agriculture	Vacant	Estimated Developable Land
Albion	268.0	29.4	152.4	9.7	0.1	7.0	13.9	55.4	0.0	55.4
BFI	89.9	0.0	3.1	0.0	0.0	0.0	50.0	36.8	0.0	36.8
Badger Prairie	35.9	4.1	26.5	5.3	0.0	0.0	0.0	0.0	0.0	0.0
Belleville*	726.1	66.6	449.6	1.9	0.1	22.0	2.6	158.5	24.8	183.3
Black Earth	366.0	12.7	273.4	2.5	0.0	2.0	4.5	70.2	0.6	70.8
Blue Mounds	476.9	104.3	186.9	24.3	0.0	12.7	17.3	127.3	4.1	131.4
Brooklyn*	247.2	21.0	141.5	3.0	0.3	2.0	9.1	40.7	29.6	70.2
Cambridge	465.4	32.5	328.3	5.6	0.5	0.0	18.5	52.9	27.2	80.1
Cave of the Mounds	8.5	0.0	3.3	2.9	0.0	1.9	0.0	0.4	0.0	0.4
Central	83,279.8	15,376.8	43,185.9	1,216.7	14,153.7	737.3	2,027.5	3,993.9	2,588.0	6,581.9
Cottage Grove	2,743.3	520.3	975.8	57.4	6.3	67.1	211.6	680.7	224.0	904.7
Cross Plains	1,042.6	243.0	580.9	6.0	0.2	25.4	13.1	147.7	26.4	174.1
Dane	642.2	7.1	226.1	4.4	3.0	0.0	18.8	355.4	27.5	382.8
Deerfield	811.0	86.7	578.0	8.0	0.0	7.2	16.7	73.5	41.0	114.5
Edgerton	192.8	10.0	72.8	0.0	1.2	0.0	9.8	88.9	10.1	99.0
Fox Bluff	106.9	0.0	89.0	1.5	0.0	0.9	3.2	0.0	12.3	12.3
Lake Kegonsa	4,433.7	431.9	620.8	20.7	3,217.5	18.2	52.3	35.9	36.5	72.3
Lake Koshkonong	527.6	92.5	223.1	0.8	0.8	18.5	3.8	150.9	37.3	188.2
Marshall	1,204.1	105.3	617.0	13.4	46.4	1.6	5.9	341.5	73.1	414.6
Mazomanie	799.4	139.8	444.6	3.0	0.7	10.0	12.8	151.2	37.3	188.6
Morrisonville	117.8	0.0	89.7	4.0	0.0	0.0	3.9	19.0	1.2	20.2
Mount Horeb	2,214.6	186.3	1,296.0	74.8	0.0	48.4	127.6	270.4	211.1	481.5
Municipal Golf Course	11.0	0.0	2.2	8.3	0.5	0.0	0.0	0.0	0.0	0.0
Northern	5,746.8	1,128.8	2,523.8	122.1	7.2	18.8	63.5	1,514.5	368.1	1,882.6
Oak Hill	350.2	0.0	116.4	0.0	24.0	90.9	14.6	104.3	0.0	104.3
Oregon	2,684.9	548.2	1,539.0	31.5	4.1	7.6	30.1	202.9	321.5	524.5
River Road	113.8	3.9	87.0	0.0	0.0	3.4	5.3	3.4	11.0	14.3
Rockdale	129.9	35.8	54.5	3.5	0.7	11.4	1.0	7.2	15.6	22.8
Rodefald	208.2	18.3	156.1	0.0	0.0	0.0	24.3	9.5	0.0	9.5
Roxbury	208.7	30.4	67.2	1.8	0.0	5.3	3.7	98.7	1.7	100.4
Stoughton	3,156.5	410.5	2,187.9	56.0	4.7	17.2	63.0	307.3	110.0	417.2
Sun Prairie	8,822.8	1,448.2	4,520.8	222.0	7.8	53.5	295.0	1,959.1	316.5	2,275.5
Thompson	21.3	0.0	17.5	0.0	0.0	0.0	0.0	3.8	0.0	3.8
Verona	3,469.5	572.1	1,994.1	30.4	13.5	20.0	123.5	388.7	327.2	715.9
Waubesa	1,921.9	54.5	387.7	7.5	1,442.1	4.0	9.3	8.6	8.3	16.9
Waunakee	3,437.7	548.9	1,883.5	74.1	3.1	11.2	120.5	524.3	272.1	796.4
Westport	48.6	2.3	43.7	0.0	0.0	0.0	0.0	0.0	2.5	2.5
Windsor Prairie	400.3	170.3	169.4	0.0	0.0	5.4	2.8	33.7	18.7	52.3
Wisconsin Heights	34.8	2.8	29.0	0.0	0.0	0.0	0.0	3.0	0.0	3.0
TOTAL	131,566.5	22,445.3	66,344.2	2,023.2	18,938.6	1,230.7	3,379.2	12,020.1	5,185.1	17,205.2

All numbers are acreages

*Belleville & Brooklyn include only Dane County portion of USA

Developed Land includes outdoor recreation uses such as the Arboretum.

Woodland includes groups of mature trees larger than 3 acres in size, and commercial forest

Open Land includes wetlands and farm fields not under cultivation.

Vacant includes lots within a subdivision that have not yet been built upon.

Developable Land is the sum of **Agriculture** and **Vacant** categories.

Woodland and **Open Land** categories may include some developable land.



BOARD OF SUPERVISORS County of Dane

ROOM 118, CITY-COUNTY BUILDING
210 MARTIN LUTHER KING, JR. BOULEVARD
MADISON, WISCONSIN 53703-3342
608/266-5758 • FAX 266-4361 • TDD 266-4121



---- Media Notice ----

For Immediate Release:
July 23, 2007

For More Information Contact:
Supervisor Chuck Erickson (212-8753)
Jerry Derr (575-3407)

PUBLIC REVIEW MEETINGS SET FOR DRAFT DANE COUNTY COMPREHENSIVE PLAN

Dane County Board Supervisor Chuck Erickson and Dane County Towns Association President Jerry Derr, co-chairs of the Dane County Comprehensive Planning Steering Committee, today announced the dates of two public review events for the county's draft comprehensive plan. **The public is invited to attend on either one of two evenings, Thursday, August 2nd at 7 p.m. at the Alliant Energy Center or Wednesday, August 8th at 5:30 p.m. at the Fitchburg City Hall.** The agenda and events will be the same each evening. Two identical meetings are being held so Dane County residents that are busy on one night can attend the other and get the same basic information.

The public review meetings are a formal effort to seek public input on the draft Dane County Comprehensive Plan developed by the Steering Committee and its three work groups. The events will provide an opportunity for citizens and local elected officials to:

- Learn about key goals, objectives, and policies included in the county's draft plan;
- Discuss the plan with members of the Comprehensive Planning Steering Committee and the work groups; and
- Provide feedback on the plan.

"Dane County is one of the state's fastest growing regions and good planning is key to managing that growth. We can preserve the qualities that make Dane County a special place while protecting our communities, clean air and water," said Supervisor Chuck Erickson, co-chair of the Steering Committee charged with overseeing the planning process. "Special thanks to the many Dane County citizens who have contributed countless hours at meetings to craft this plan. It is truly what Dane County residents want for our future," he added.

----- more -----

Dane County has engaged in a participatory model of planning, with citizen members of the three work groups helping to develop the plan following a consensus process. Over a hundred citizens participated in the planning effort over the past four years, serving on one of the following three work groups:

- Agriculture, Natural and Cultural Resources,
- Transportation, Utilities and Community Facilities, and
- Housing and Economic Development.

The scope of the plan is broad, covering the nine elements of a comprehensive plan required by Wisconsin State Statutes:

1. Issues and Opportunities: Compilation of background information, demographic trends, and forecasts, and overall goals and objectives;
2. Agriculture, Natural and Cultural Resources: Recommendations for conserving farmland, natural features, historic/cultural sites, open space and community design;
3. Land Use: Recommendations for the amount, intensity, and location of residential, commercial, industrial and other land uses;
4. Transportation: Recommendations for new or altered roads, transit service, bike and pedestrian facilities, railroads and airports;
5. Utilities and Community Facilities: Recommendations to expand or reconfigure utilities and community facilities;
6. Housing: recommendations to supply sufficient affordable housing for all incomes, ages, and special needs;
7. Economic Development: Recommendations to attract and retain desired businesses and industries and to promote "brownfield" redevelopment;
8. Intergovernmental Cooperation: Recommendations to encourage joint planning and services and to resolve conflicts among plans; and
9. Implementation: Recommended actions to be completed in a stated sequence (timeline) to guide progress toward plan implementation

"The draft Dane County Comprehensive Plan represents the work of many people with many points of view," said Jerry Derr, co-chair of the Steering Committee. "I believe it is a strong document that puts forth a shared vision for Dane County's future, but feedback from the public on the draft document is critical. Everyone is welcome to attend these meetings, review the document on-line, or request a hard copy from the county," he noted.

The draft plan can be found at: http://www.daneplan.org/draft_plan.shtml. For more information about the meetings and the comprehensive planning process, or to request a copy of the draft plan, call Curt Kodl at 266-4183 or e-mail daneplan@co.dane.wi.us.

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**OFFICE OF THE COUNTY BOARD
DANE COUNTY BOARD OF SUPERVISORS**

Room 118 - City County Building
210 M. L. King Jr. Boulevard
Madison, Wisconsin 53703

Supervisor Scott McDonell, Chair
608-266-4360/fax: 608-266-4361

August 1, 2007

MEMORANDUM

RECEIVED
AUG -2 2007

TO: Dane County Board of Supervisors
Dane County Comprehensive Planning Steering Committee
Department Heads
Other Interested Parties

FROM: Supervisor Scott McDonell, Chair *Scott McDonell / KPT*
Dane County Board of Supervisors

SUBJECT: Review Process for the Dane County Comprehensive Plan

As you know, Dane County citizens, staff, and elected officials have worked hard over the past several years to develop a comprehensive plan to guide future growth and development and meet the requirements of the state's comprehensive planning law. Now that the draft plan is ready for broad public review, I want to summarize the final steps in the process to adopt the county's plan.

Throughout the month of August, there will be opportunities for comment on the draft report. Members of the public, as well as County Board supervisors and staff, are welcome to attend one of the two public review events for the county's draft comprehensive plan being sponsored by the Dane County Comprehensive Planning Steering Committee, either on this **Thursday, August 2nd at 7 p.m. at the Alliant Energy Center** or next **Wednesday, August 8th at 5:30 p.m. at the Fitchburg City Hall**. The agenda and events will be the same each evening. Two identical meetings are being held so Dane County residents that are busy on one night can attend the other and get the same basic information. The Steering Committee will also hold a meeting on August 27th at the Burke Town Hall for the Dane County Towns Association and the Dane County Cities and Villages Association. I believe these public forums will allow those who attend an opportunity to understand the contents of the plan as well as provide input.

In addition to these public meetings, I want to encourage the chairs of Dane County standing committees to schedule review in August of the parts of the plan that pertain to topic areas for which they have oversight. Obviously, this is a comprehensive plan and aspects of the plan are relevant to almost every county committee. For example, the draft plan has a chapter on economic development. I would expect the Personnel and Finance Committee, which acts as the supervisory committee for the Department of Administration and community development block grant programs in the Department of Planning and Development, would want to review this

chapter of the plan. Any comments should be forwarded to the Comprehensive Planning Steering Committee via Curt Kodl in the Department of Planning and Development.

Supervisor Erickson and Dane County Towns Association President Jerry Derr, the co-chairs of the Steering Committee, have indicated that the Steering Committee will meet during the first week of September to consider comments on the plan. **I want to strongly encourage members of the County Board to provide input during the public review process during the month of August so the Steering Committee has the opportunity to consider your comments before sending a final product to the County Board.**

The ordinance to adopt the Dane County Comprehensive Plan will be introduced on September 6th, and I will refer it to three committees: the Zoning and Land Regulation Committee, the Environment, Agriculture, and Natural Resources Committee, and the Public Works and Transportation Committee. Wisconsin State Statutes require the zoning agency, in Dane County's case the Zoning and Land Regulation Committee, to hold the public hearing on the comprehensive plan. I encourage these committees to hold a joint meeting so all members of the committees can benefit from the public testimony. Supervisor Pertzborn has indicated that he will hold the Zoning and Land Regulation Committee's public hearing on September 25th. I would expect the ordinance to adopt the plan to be before the Dane County Board at the October 18th meeting.

Many of our colleagues and constituents have worked long and hard to develop the draft Dane County Comprehensive Plan. I believe the plan will provide the County Board with a blueprint for action for years to come in areas ranging from land use, to housing policy to wildlife conservation. Now is the time for your input on the draft.

The draft plan can be found at: http://www.daneplan.org/draft_plan.shtml. For more information about the public review meetings or to request a copy of the draft plan, call Curt Kodl at 266-4183 or e-mail daneplan@co.dane.wi.us.

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¹ appointed by Dane County Towns Association

² appointed by Dane County Cities and Villages Association

³ appointed by Dane County Executive

⁴ appointed by City of Madison

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