



**COMPREHENSIVE PLAN STEERING COMMITTEE MEETING MINUTES
SUN PRAIRIE, WISCONSIN 53590**

DATE: WEDNESDAY, December 12, 2018

TIME: 6:00PM

**LOCATION: MUNICIPAL BUILDING
COUNCIL CHAMBERS
300 E. MAIN STREET
SUN PRAIRIE WI 53590**

1. CALL TO ORDER AND ROLL CALL

Committee Chairperson Mayor Paul Esser called the meeting of the Comprehensive Plan Steering Committee to order at 6:00 pm. Attendance sheet attached.

Staff present: Aaron Oppenheimer, Scott Kugler, Tim Semmann, Sarah Sauer, Philip Gritzmacher, Jr.

Others Present: Jason Valerius (MSA)

2. APPROVAL OF THE MINUTES

A. Motion to approve the November 28, 2018 minutes: Schulze (1st), Klinkner (2nd) / approval by voice vote.

3. OLD BUSINESS

A. None.

4. NEW BUSINESS

A. **UPDATED UTILITIES AND COMMUNITY FACILITIES SECTIONS:** Valerius said that document updates have not been completed. He said that MSA plans on providing these materials at the next meeting of the Steering Committee.

B. **HOUSING DATA REVIEW AND POLICY DISCUSSION:** Valerius provided the group with the housing survey and a draft of the plan goals, objectives, and policies recommendations. He explained that, in contrast to the previous plan, MSA and City staff worked to simplify and refine the document. He then explained that MSA worked to highlight the most important policy recommendation in each goal and wanted feedback on whether or not the most important recommendations were indeed highlighted.

Goal 1: the city will actively evaluate and support the health of neighborhoods.

Valerius said that MSA recommends the City for a housing committee or similar appointed body to help evaluate and advise on housing issues. He said that the committee should be made of developers, non-profits, and others with specialized housing market knowledge. Hooser suggested that the idea seems to circumvent existing city committee structures. Valerius said that it would not be an approval body, but rather an advisory committee that would publish an annual housing

report. The group would also oversee the use of a housing fund that would help support housing affordability and rehabilitation.

Muller asked if this would be a standing city committee or an ad hoc committee. Valerius said that it would be a standing committee. Muller then asked if the group would solicit for market-rate housing projects. Valerius said no, the Community Development Authority (CDA) should direct such activity. Muller then asked whom the group would report. Valerius and Kugler suggested the CDA – which would take on a bigger role under this new structure, explaining that they now just review TIF requests. Thomas suggested creating a task force instead of a standing committee, tasking with the specific goal over the short term. Hooser said he disagreed, as he believed the committee sounds as though it would operate over the long term.

Esser said that he was in favor of the creating of such a group, as no other group in the city is advocating for affordable housing. He said that he has suggested that the CDA lead such an effort. He said that the explosion led him to this conclusion – seeing how much of the affordable housing in the community was destroyed. He then said he did not believe it was another level of bureaucracy, but as an area without representation in existing structures.

Hooser said that new “affordable housing” is not truly affordable. Esser explained that only a portion of the units are affordable. Kugler added that different sites accommodate affordable housing at different affordability levels. He then explained affordability thresholds. Hooser said that it did not appear that the group was reaching consensus on the goal. Valerius suggested using “fist-to-five” voting to determine if there was a consensus around recommendations. He explained that a “fist” would block a vote, and one-five fingers during a vote would demonstrate how strongly an idea was supported.

Valerius asked the group how they felt about forming a standing housing committee related to housing policy, housed under the CDA. The group developed consensus around this idea.

Goal 2: Every Resident will have affordable, accessible, desirable housing options in the city at all incomes.

Valerius explained that the primary recommendation meet this goal was to provide funding for programs to increase affordable housing. Lindsay said that the goal makes sense for the newly empowered CDA. She said that the CDA should target TIFs for affordable housing – regardless of whether or not they are ready for closure. Valerius said that an active TIF could not fund a fund. Hooser added that the City would need to get buy in from existing TIF members. He then said this reminds him of Section 8 housing vouchers. Valerius explained that MSA was not recommending vouchers, but rather that the City is a more active partner in affordable housing development. Mueller said that he was not sure that other communities were involved in these types of ventures. Valerius said that Madison, Middleton, and Fitchburg all have a version of this sort of program. Hidalgo emphasized that the survey said this was an area that needed to be addressed.

Valerius asked the group how they felt about the policy being a primary recommendation. The idea was supported by most of the group, with some members a bit more skeptical of the policy.

Valerius then asked the group how they felt about the Policy 3, “Specifically address the significant housing gap for households earning less than 30% of the Dane County Median Household Income by partnering with the Dane County Housing Authority to build or renovate units targeted to these residents.” The policy has strong support in relation to the previously recommended policy.

Goal 3: Every Sun Prairie neighborhood will be healthy and balanced, including a mix of housing types and price points and convenient access to daily needs goods and services.

Valerius explained that the primary policy under this goal would be as follows: “As existing neighborhoods change over time, the City will seek a healthy mix of housing units. In neighborhoods where most units are single-family detached homes, the City will encourage new attached unit formats such as townhomes, duplexes and apartment buildings. In neighborhoods where most units are in apartment buildings, the City will encourage townhomes, duplexes, and single-family detached homes.”

Hooser said that he was against this goal. Mueller said that he did not understand how it would work in existing neighborhoods. Gritzmacher said that that the policy would not result in the creation of multifamily in the middle of single-family neighborhood, but rather a transition. He also said it would allow for the conversion of single family in targeted areas into multifamily. Rosseter said that should would like to see a goal focusing on socioeconomic diversity.

Valerius modified the recommendation to specifically address Hooser and Mueller’s concerns, specifying that the changes would occur in areas of transition. Using fist-to-five voting, the group developed a consensus around his new phrasing.

Goal 4: All Sun Prairie housing and neighborhoods will be designed and maintained as desirable places to live

Valerius explained that a policy of “Encourag[ing] and support[ing] reinvestment in existing housing, including:

- Create a revolving loan fund for housing rehabilitation. The funds can be used to support reinvestment in single-family and multi-family buildings.
- Work with developers experienced with rental housing renovation and the Dane County Housing Authority to pursue tax credit-funded renovation of aging units while protecting their affordability

Mueller asked if the City already has funds for this type of program. Esser said that the program had been dissolved. Lindsey said that a similar state program had been dissolved as well. Stevens said that, while this goal was important, she believed that another policy that was not identified as a key policy – “Promote neighborhood identity and social connections by encouraging the creation of neighborhood associations. Assign a staff planner to support neighborhood associations and create a modest grant program to incentivize things like neighborhood entry signs, public art, and block parties.” – was more important. She believed that the policy would build community. Valerius said that he agreed that an argument could be made that this policy was the most important. Lindsey and Presser said that they agreed. After voting, the group came to a consensus around the idea.

5. DISCUSSION OF NEXT MEETING DATE

- A. The next meeting date will be January 16th, 2019 at 6:00 pm. The following meeting will be January 30th, 2019 at 6:00 pm.

6. PUBLIC COMMENTS

- None

7. ADJOURNMENT

- A. Motion to adjourn the December 12, 2018 meeting of the Comprehensive Plan Steering Committee at 8:00pm by Hidalgo (1st), Muller (2nd) / approval by voice vote.

Recorder: P. Gritzmacher, Jr.

*Paul T. Esser - Chairperson
Jorge Hidalgo
Drew Kuehl*

*Kalvin Barrett
Don Hooser
Emily Lindsey*

*Peter Dettmer
Curt Klinkner
Stephanie Manthey*

*John Muller
Janet Rosseter
Bryant Stempski
Angela Thomas*

*Terrell Outlay
Erin Ruth
Theresa Stevens*

*Dan Presser
John Schulze
Eder Valle*

NOTE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the City Clerk's Office, 300 East Main Street, Sun Prairie WI 53590 (608) 837-2511

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

COMPREHENSIVE PLAN STEERING COMMITTEE MEETING ATTENDANCE

Date:

Committee Members	Present	Absent
Mayor Paul T. Esser - Chairperson	___x___	_____
Kalvin Barrett	_____	___x___
Peter Dettmer	___x___	_____
Jorge Hidalgo	___x___	_____
Don Hooser	___x___	_____
Curt Klinkner	___x___	_____
Drew Kuehl	_____	_____
Emily Lindsey	___x___	_____
Stephanie Manthey	_____	___x___
John Muller	___x___	_____
Terrell Outlay	_____	___x___
Dan Presser	___x___	_____
Janet Rosseter	___x___	_____
Erin Ruth	_____	_____
John Schulze	___x___	_____
Bryant Stempksi	_____	___x___
Theresa Stevens	___x___	_____
Angela Thomas	___x___	_____
Eder Valle	___x___	_____