



OFFICE OF THE CITY CLERK

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Public Notice of the City of Sun Prairie, pursuant to Section 19.84, Wisconsin Statutes, is hereby given to the public and to the news media, that the following meeting will be held:

COMPREHENSIVE PLAN STEERING COMMITTEE

DATE: **WEDNESDAY, APRIL 24, 2019**

TIME: **6:00 PM**

LOCATION: **COMMUNITY ROOM**
MUNICIPAL BUILDING
300 EAST MAIN STREET
SUN PRAIRIE, WI 53590

To consider the following:

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF MINUTES**
 - A. March 27, 2019
3. **OLD BUSINESS**
4. **NEW BUSINESS**
 - A. CHECK-IN ON SCHEDULE AND PROCESS, INCLUDING PUBLIC MEETINGS
 - B. DISCUSS INTERGOVERNMENTAL COOPERATION
 - C. DISCUSS STAGING PLAN AND NEIGHBORHOOD RESIDENTIAL POLICIES
 - D. SMALL GROUP DISCUSSIONS
 - E. REPORT OUT FROM SMALL GROUPS
5. **DISCUSS NEXT MEETING DATE**
6. **PUBLIC COMMENTS**
7. **ADJOURNMENT**

Posted: April 18, 2019

Posted: Sun Prairie City Hall
300 East Main Street

Sun Prairie Public Library
1350 Linnerud Drive

Sun Prairie Utilities
125 West Main Street

*Paul T. Esser - Chairperson
Jorge Hidalgo
Drew Kuehl
John Muller
Janet Rosseter
Bryant Stempski
Eder Valle*

*Kalvin Barrett
Don Hooser
Emily Lindsey
Terrell Outlay
Erin Ruth
Theresa Stevens*

*Peter Dettmer
Curt Klinkner
Stephanie Manthey
Dan Presser
John Schulze
Angela Thomas*

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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.

J/planning/comprehensiveplansteeringcommittee/agendas/2018/PAG04242019.doc



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

DATE: WEDNESDAY, March 27, 2019

TIME: 6:00PM

**LOCATION: COUNCIL CHAMBERS
COMMUNITY ROOM
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: Scott Kugler, Tim Semmann, Sarah Sauer, Aaron Oppenheimer

Others Present: Jason Valerius (MSA)

2. APPROVAL OF THE MINUTES

A. Change the adjournment date in 7A to reflect February 27, 2019 meeting. No motion on minutes.

3. OLD BUSINESS

A. None

4. NEW BUSINESS

A. CHECK-IN ON SCHEDULE AND PROCESS

a. Next meeting is April 24 – talking on land use and intergovernmental cooperation element. Will be doing final prep work in talking about the neighborhood forums scheduled for the following week (April 30 and May 1). Will also be assigning ‘homework’ for review of the next 5 sections (Land Use, Intergovernmental, Implementation...)

B. WORKING GROUP FEEDBACK ON CHAPTERS 3, 4, 6, 7, 8

a. Notes received back from 4 of the 5 groups (none from Housing). Ch. 3 Agriculture group reviewed discussion. Question the difference between defining policy vs. action. There are items that are ambiguous and could fall into either item. i.e. the word “support.” Valerius explains until we’re clear what the action is, it should stay in policy. Goals and objectives are almost repeated verbatim as actions. Committee member Klinkner questions how the Implementation chapter is separated from what we already have in GPAs. Actions will be repeated in Implementation. Bold items in Volume 2 highlight those that are determined as most important/higher priority. Member Stevens from the Ch. 3 Ag group mentioned there is a second community garden operating in the City. Member Stevens also mentioned

there are a number of acronyms that were not initially spelled out. The sub group suggested finding a year round community space for a farmer's market. Who would head up promoting CSAs (Community Supported Agriculture) or doing a feasibility study?

Member Hidalgo discussed Ch. 4 Utilities group. There is talk of 'no flush' toilets. Policy 21 – difficult to find the solutions to reusing oil. Recommend going back to community survey for actions, such as a splash pad and other community needs, instead of competing with existing recreational centers and the school to establish a community center. City should do a cost benefit analysis to find a service that can collect items not allowed at recycling center (computers, electronics, appliances) for a fee. Oppenheimer asked if weekly recycling pick up had been discussed in the group.

Member Klinkner discussed Ch. 6 Economic Development. The question resolved around implementation; how local events promote economic development is addressed in the plan? Should that be in Ch. 6, Economic Devt or Ag, Natural and Cultural chapter (Ch. 3)? Member Klinkner asked where the goal to promote post secondary education came from? Valerius responded it is in the current Plan. Member Ruth asked if there was data on retaining younger generations for work force.

Ch. 7 Housing group did not meet but member Rosseter brought up the concern that the goals "Provide suitable housing for everyone" and "every SP resident will have affordable, desirable options at all income levels" could receive negative feedback.

Member Dettmer discussed Ch. 8 Mobility and Transportation. The bike map showing on- and off-street lanes missed Broadway Drive on the map. Recommended an off-street path on Pine St. to connect to Lois Dr and to Windsor St. From the policy side, what is the trigger to adding paths? Member Dettmer suggested there be striped centerlines for "traffic" on multi-use paths on one side of the street.

C. OVERVIEW OF LAND USE GOALS, POLICIES AND ACTIONS

- a. Valerius did a brief review of High Priority Land Use GPAs and asked the committee to choose those that should be discussed in detail at the next meeting. Question on Goal 1 Policy 1c – do we or don't we require sewer for all development in City USA. Stevens identified Goal 61, to follow up with a policy to incorporate cultural resources, and expanded on Goal 7, how much more land is available to acquire around Patrick Marsh?

D. REVIEW OF FUTURE LAND USE CATEGORIES

- a. Committee members questioned how density and housing type compatibility would be maintained in the generic "Neighborhood Residential" category. Mixed-Use categories intended for higher density areas are outside of the NR area. Member Muller asked if our fire department was equipped to handle 6 story buildings? Kugler stated that the Hilton Garden Inn is a 6-story building and there hasn't been evidence that we're not equipped to handle that size. Most smaller institutional uses will now be in NR classification. Employment land use combines office park and business park. Industrial land use is mostly on Linnerud and Bailey.

E. SMALL GROUP DISCUSSIONS ABOUT DRAFT PLANNING AREA FUTURE LAND USE MAPS

4. DISCUSS NEXT MEETING DATE

- A. The next meeting date will be April 24, 2019 at 6:00 pm.

6. PUBLIC COMMENTS

- A. None

7. ADJOURNMENT

- A. Motion to adjourn the March 27, 2019 meeting of the Comprehensive Plan Steering Committee at 8:01 pm by Muller (1st), Stevens (2nd) / approval by voice vote.

Recorder: Sarah Sauer

*Mayor Esser - Chairperson
Jorge Hidalgo
Eder Valle
John Muller
Janet Rosseter*

*Peter Dettmer
Don Hooser
Curt Klinkner
John Schulze*

*Erin Ruth
Theresa Stevens
Terrell Outlay
Angela Thomas*

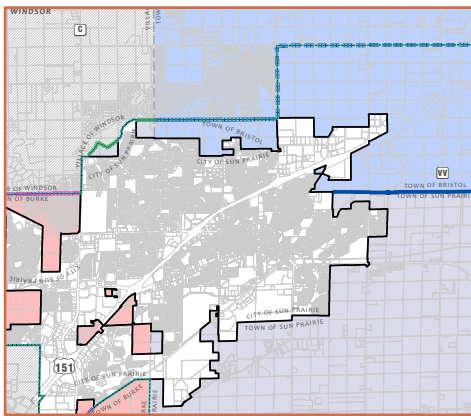
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COMPREHENSIVE PLAN STEERING COMMITTEE MEETING ATTENDANCE

Date: March 27, 2019

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	_____	___X___
Emily Lindsey	_____	___X___
Stephanie Manthey	_____	___X___
John Muller	___X___	_____
Terrell Outlay	___X___	_____
Dan Presser	_____	___X___
Janet Rosseter	___X___	_____
Erin Ruth	___X___	_____
John Schulze	___X___	_____
Bryant Stempski	_____	___X___
Theresa Stevens	___X___	_____
Angela Thomas	___X___	_____
Eder Valle	___X___	_____



P.3 - *Boundary Agreements &
Extraterritorial Jurisdiction*

CITY OF SUN PRAIRIE Comprehensive Plan 2019-2029

Volume 1: Community Indicators Report

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2 INTERGOVERNMENTAL COOPERATION

Surrounding Units of Government
Other Jurisdictions
State Agencies & Authorities
Emergency Management Agreements

Intergovernmental Cooperation



INTERGOVERNMENTAL COOPERATION



Token Creek - Permanent Boundary between Sun Prairie & Windsor

This chapter describes the surrounding units of government, other jurisdictions and state agencies and authorities with which the City of Sun Prairie must collaborate to achieve the goals and actions identified in this plan. This chapter describes existing agreements and area community plans that may have an influence on the policies and recommendations in this plan.

Volume 2 of this plan contains goals, policies and actions that are intended to foster intergovernmental cooperation between the City and other units of government.

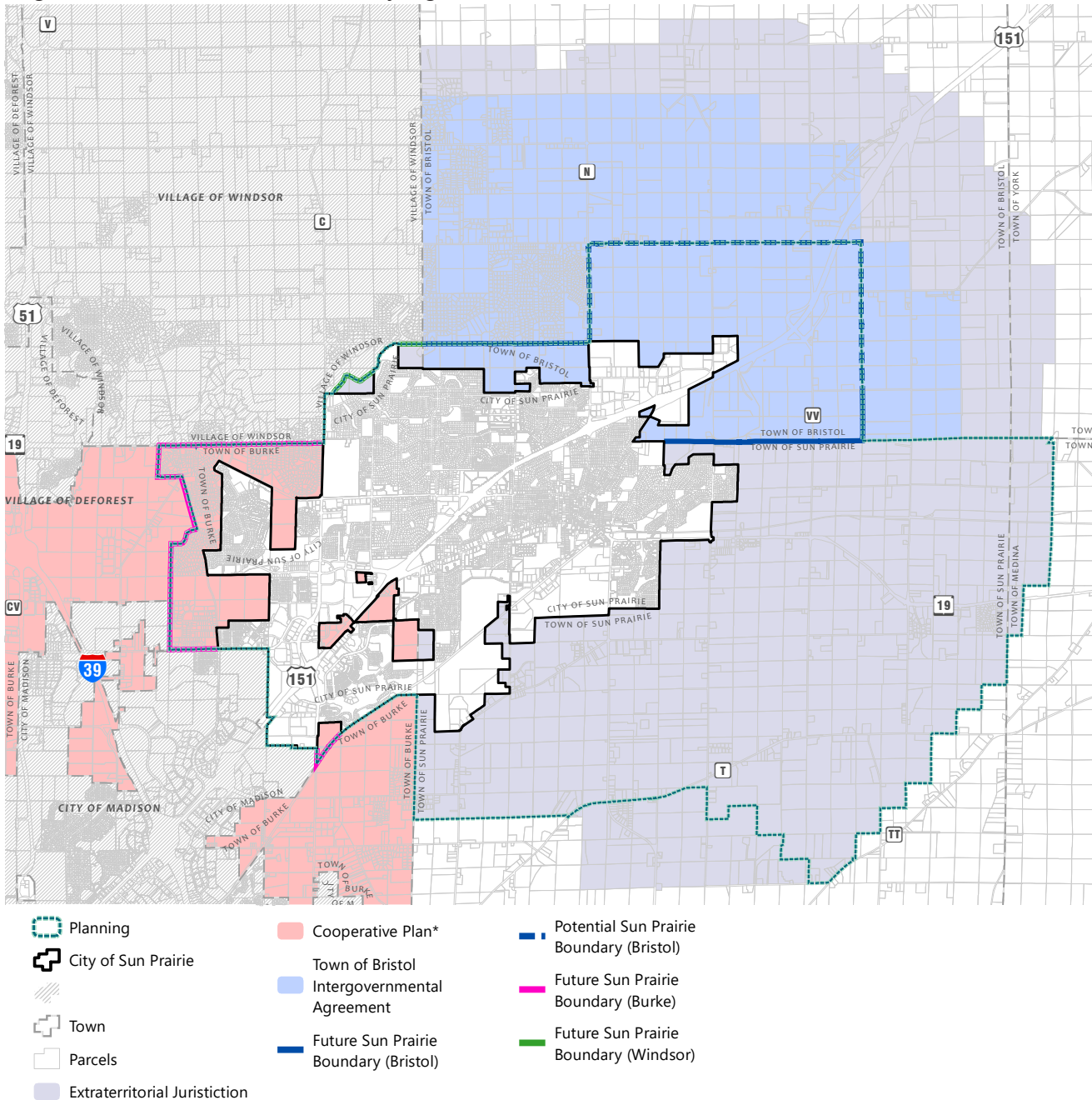
Surrounding Units of Government

The City has working relationships with all of its neighboring jurisdictions, including the Towns of Burke, Bristol, and Sun Prairie, the Villages of DeForest and Windsor (formerly Town), and the City of Madison. The City currently has intergovernmental agreements that establish mutually agreed upon municipal growth boundaries, community separation areas, and areas of mutual planning interest with every adjacent jurisdiction except the Town of Sun Prairie. **Table 5-1** provides a summary of those agreements.

The City has also entered into agreements with every adjacent jurisdiction, including the Town of Sun Prairie, regarding items such as shared services and facilities and roadway maintenance.

The following pages describe the current relationship with each neighboring jurisdiction.

Figure 5-1: Sun Prairie Boundary Agreements and Extraterritorial Jurisdiction



BOUNDARY AGREEMENTS

Wisconsin law allows three types of boundary agreements:

- **Cooperative Boundary Plans** - long-term or permanent agreements between two or more communities. Requires review and approval by the Wisconsin Department of Administration.
- **General Agreements** - short-term agreements no longer than 10 years between two or more communities. In addition to resolving boundary issues, communities also frequently use General Agreements to share municipal equipment, buildings, staff, vehicles, and other service-related items.
- **Stipulations & Orders** - agreements that are used to settle annexation disputes being litigated in court between two municipalities.

Source: Wisconsin Department of Administration

Table 5-2: Sun Prairie’s Existing Intergovernmental Agreements Regarding Land Use

Communities	Year of agreement	Details	Expiration or termination date	SP regulating authority	FLU
Town of Burke, City of Madison & Village of DeForest	2007	Transfer of Burke territory within Boundary Adjustment Area to Sun Prairie.	October 27, 2036 (final attachment)	Official mapping, extraterritorial zoning and subdivision jurisdiction	A mix of single-family, multi-family, office and commercial uses
Town of Bristol	2005	Transfer land within the Urban Development and Business Park Joint Planning Areas to the City. Maintain the Community Separation Area as a long-term buffer.	2025	Official mapping, extraterritorial zoning and subdivision jurisdiction in sections other than 1-20 of Town	1) Predominantly residential uses, with commercial or low-impact industries located along the Egge Road corridor in the Urban Development Area (see map on following page). 2) Predominantly residential development in the Rural Development Area. 3) Businesses in the Business Park Joint Planning Area. 4) Buffer area in the Community Separation Area.
Villages of Windsor (formerly Town) and DeForest	2012	Token Creek is a permanent boundary between Sun Prairie and Windsor. Land south and east of creek within Windsor's planning area will be transferred to Sun Prairie.	December 31, 2037	Official mapping, extraterritorial zoning and subdivision jurisdiction	Generally low-density residential or open space

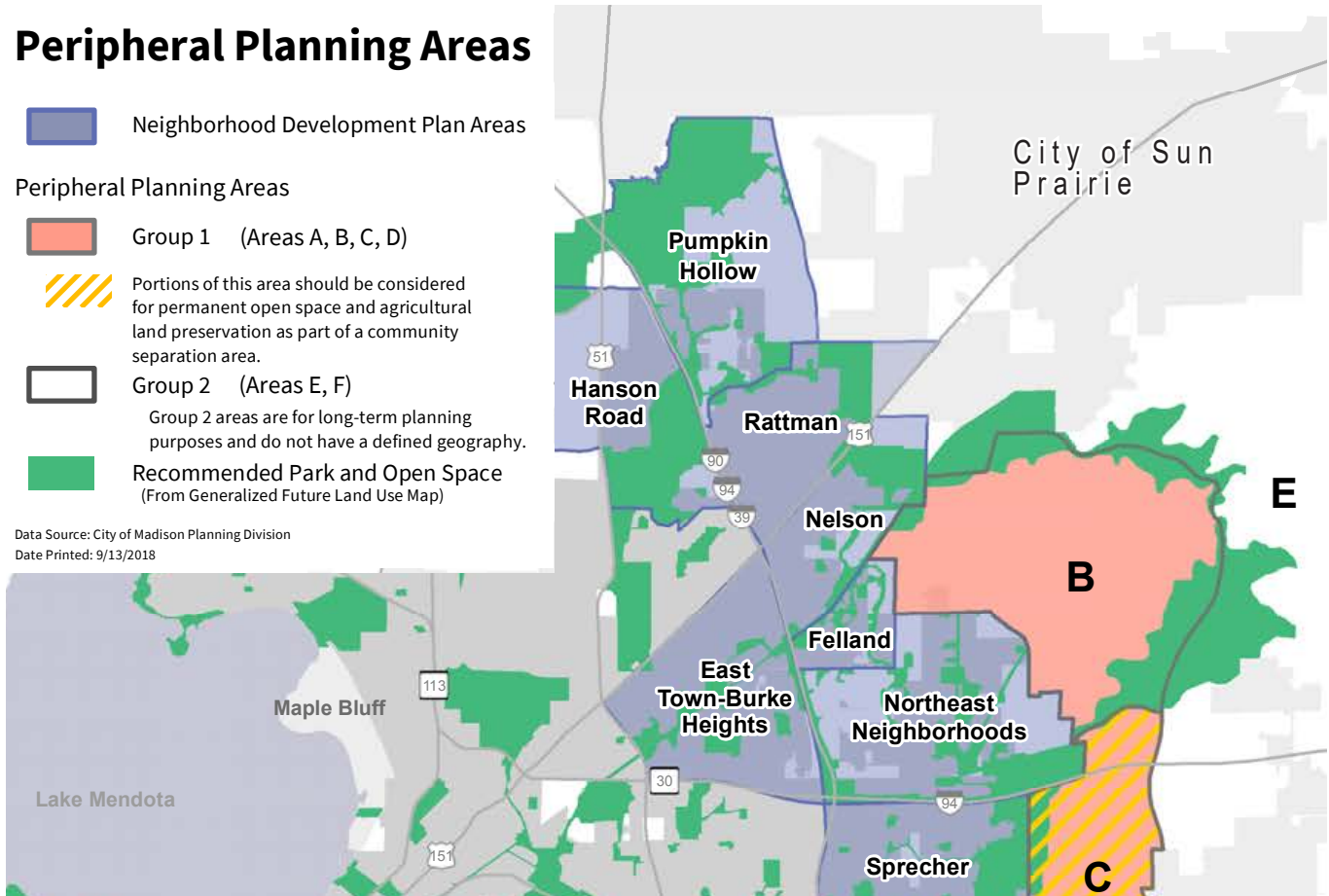
Source: Town of Burke, Village of DeForest, City of Sun Prairie and City of Madison Cooperative Plan; City of Sun Prairie and Town of Burke Intergovernmental Agreement; and Intergovernmental Cooperative Plan Among the City of Sun Prairie, the Town (Village) of Windsor and the Village of DeForest.

Figure 5-3: City of Madison Peripheral Planning Areas

Peripheral Planning Areas

- Neighborhood Development Plan Areas
- Peripheral Planning Areas**
- Group 1 (Areas A, B, C, D)
- Portions of this area should be considered for permanent open space and agricultural land preservation as part of a community separation area.
- Group 2 (Areas E, F)
- Group 2 areas are for long-term planning purposes and do not have a defined geography.
- Recommended Park and Open Space (From Generalized Future Land Use Map)

Data Source: City of Madison Planning Division
Date Printed: 9/13/2018



Source: City of Madison Comprehensive Plan (2018)

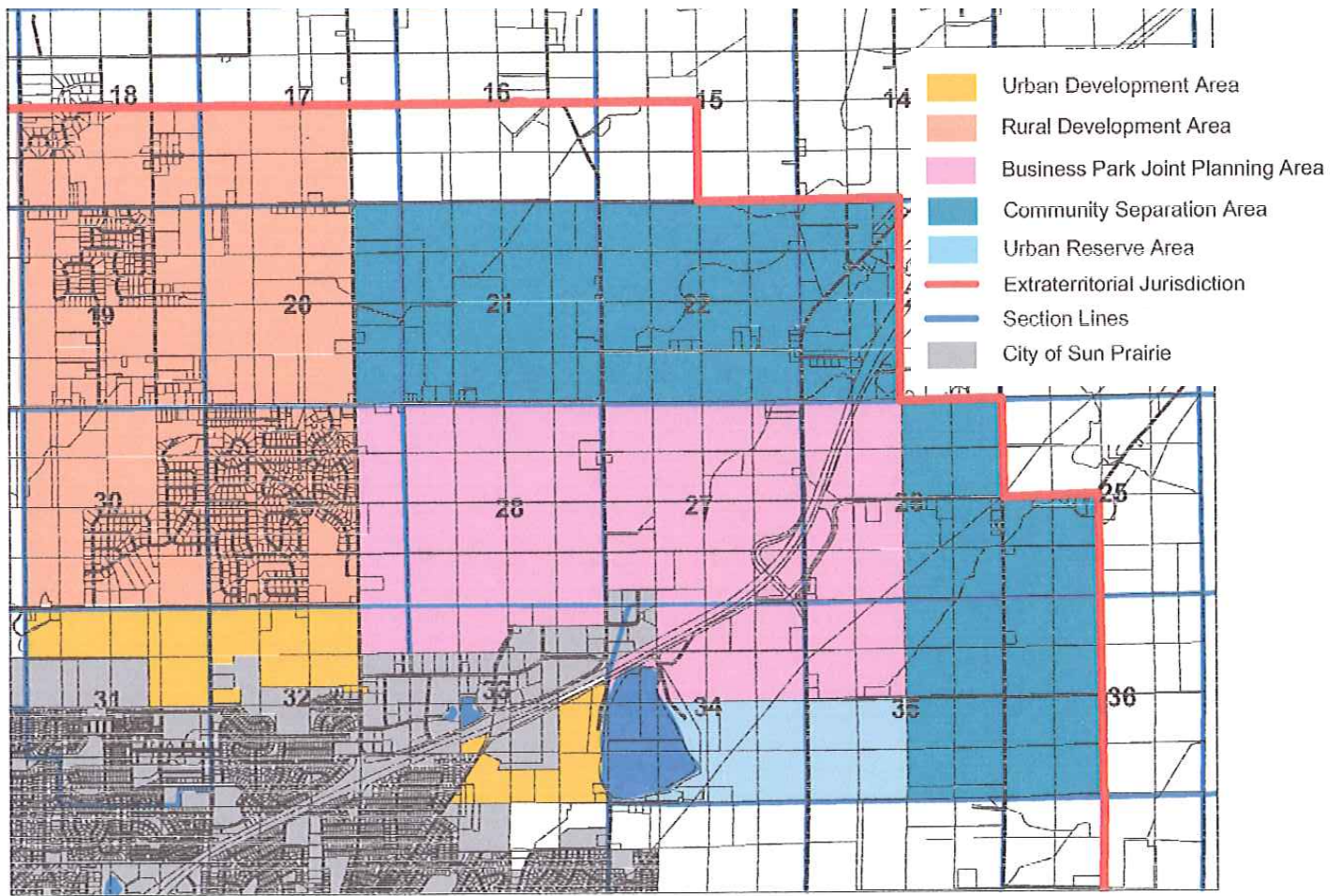
City of Madison

The City of Madison continues to grow at a rapid rate and has added nearly 20,000 residents between 2009 and 2017, including development of various types near Sun Prairie. Madison updated its Comprehensive Plan in 2018. The plan identifies future growth areas and existing neighborhood plans to the west and south of Sun Prairie. Most of the lands currently in the Town of Burke have detailed neighborhood plans in place, including planned “activity centers” in the Pumpkin Hollow area west of Sun Prairie along Hoepker Rd and in the Nelson area south of Sun Prairie near Nelson Rd.

A large area south of Sun Prairie including lands in the Town of Burke and the Town of Sun Prairie is identified as “Group 1 Peripheral Planning Area B”. Development in this area is identified as occurring beyond 2028 and only after the development of detailed neighborhood plans. Lands within this area currently in the Town of Burke will automatically annex to Madison in 2036.

A further area in the town of Sun Prairie is identified as “Group 2 Peripheral Planning Area E” and the plan indicates uncertainty “whether or to what extent the City would grow into this area”.

Figure 5-4: Town of Bristol Intergovernmental Agreement Map



Source: City of Sun Prairie and Town of Bristol Intergovernmental Agreement

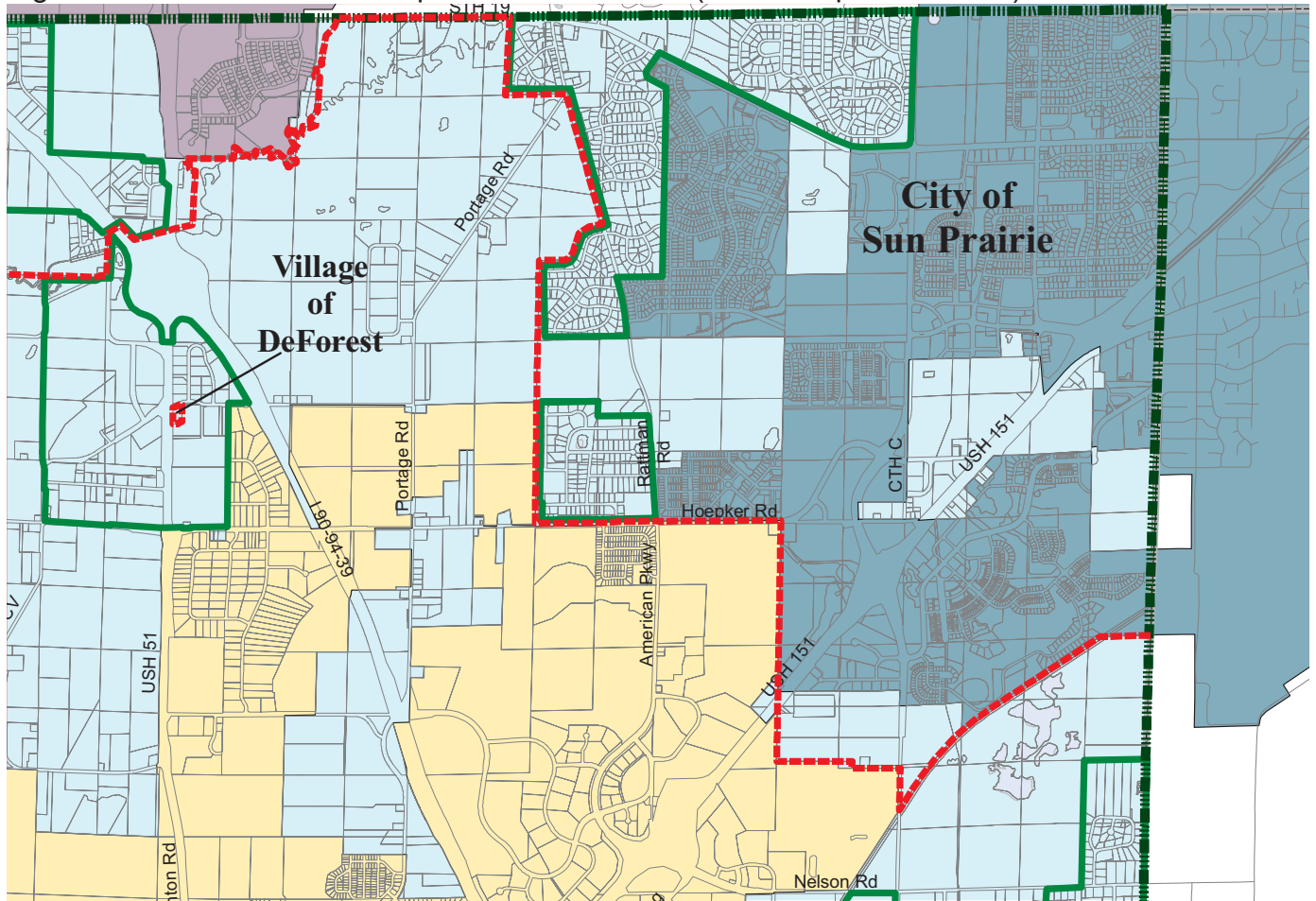
Town of Bristol

The Town of Bristol is contiguous to the City's northern and north-eastern boundaries. The Town has a residential district located north of Egge Road and west of CTH N. The City and the Town entered into a twenty-year intergovernmental agreement in May 2005 to define growth boundaries and establish a framework for working cooperatively on issues of mutual interest.

The intergovernmental agreement notes that the urban development area (shown on the map above) should be predominantly residential uses, with commercial or low-impact industries located along the Egge Road corridor. The

rural development area should be predominantly residential, the Sun Prairie Business Park should expand into the joint planning area and a buffer area should be maintained between both communities. The agreement also includes parameters for revenue sharing for a specified period of time for lands annexed into the City.

Figure 5-5: Town of Burke Cooperative Boundaries (2007 Cooperative Plan)



Source: Final Burke, DeForest, Sun Prairie, Madison Cooperative Plan, January 5, 2007

Town of Burke

Sun Prairie, Madison, DeForest and Burke approved a multi-jurisdictional cooperative plan in 2007 to guide land development and annexations in the Town of Burke through 2036. Future boundaries are shown in the map on the next page. Some of the areas currently in the town (outlined in green) are already developed and protected from annexation (except by town approval) until 2036.

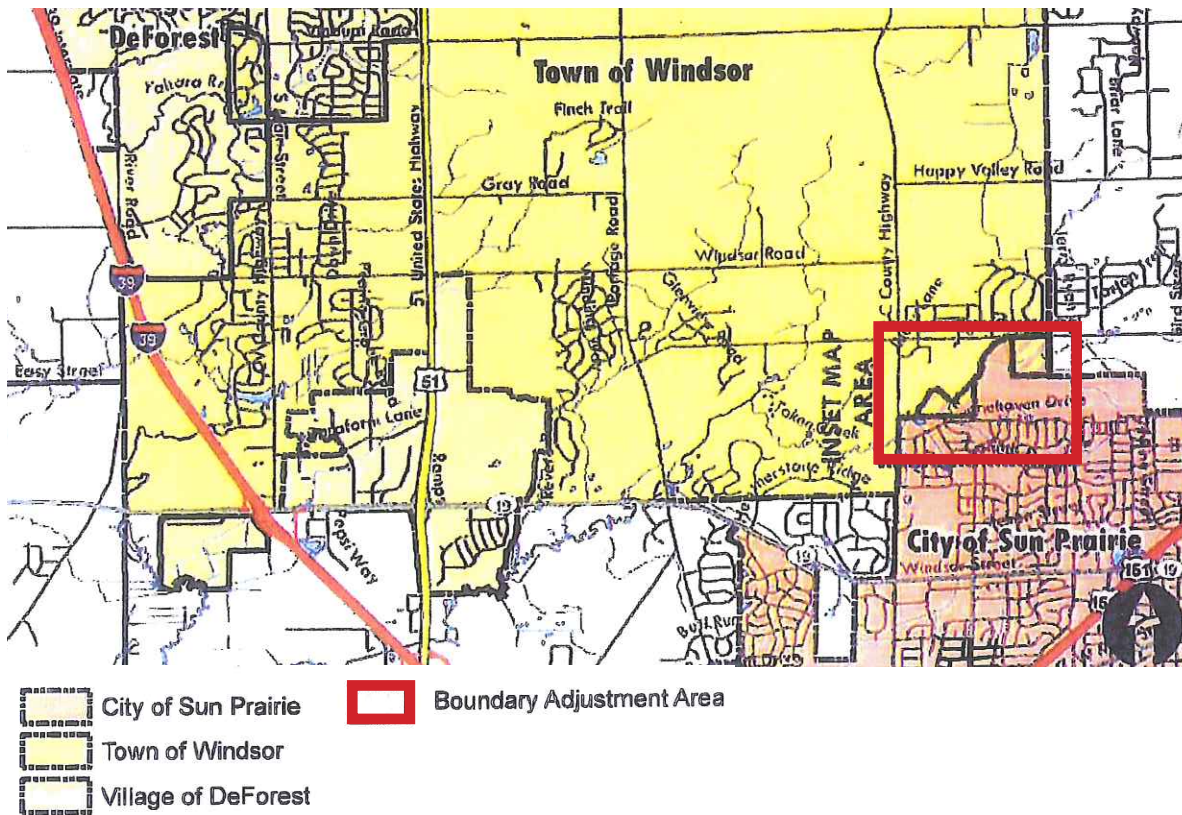
Undeveloped lands may be attached at any time. The Town of Burke will cease to exist on October 27, 2036 and any remaining lands in the town will become Madison, DeForest or Sun Prairie jurisdiction at that time.

Town of Sun Prairie

The Town of Sun Prairie is contiguous to the City's eastern and southeastern boundary. The Town's predominate land use is agricultural/open space, and its comprehensive plan identifies and promotes strategies to help maintain this rural character and agricultural focus. The Town of Sun Prairie is the only neighboring jurisdiction with whom the City does not currently have an intergovernmental boundary agreement. The City and the Town have a history of working cooperatively on many issues, but have not yet been able to come to terms on growth boundaries due to the City's identification of lands to the southeast as its long-term growth area, and the Town's desire

to preserve these lands for long-term agricultural use. The Town of Sun Prairie adopted its comprehensive plan in September 2005.

Figure 5-6: Village (Town) of Windsor Boundary Adjustment Area



Source: Intergovernmental Cooperative Plan Among the City of Sun Prairie, The Town of Windsor and the Village of DeForest

Village of Windsor

The Village of Windsor (formerly Town) is contiguous to the City's northern and western boundaries. A Cooperative Plan was adopted between the City of Sun Prairie, Town of Windsor and Village of DeForest in 2012. That plan identifies the future boundary between the two municipalities, lays out future development areas and protects the Token Creek Watershed and environmental resources. The Village incorporated in 2015 and agreed to honor the boundary with the City of Sun Prairie established in that 2012 agreement, including the future transfer of approximately 80 acres of land from the Village to the City if and when development is proposed. That transfer is reflected in the Village's 2016 Comprehensive Plan.

Village of Cottage Grove

The Village of Cottage Grove has annexed land north of USH 94 for a planned mixed use development south of Koshkonong Creek. At their nearest point the City and the Village are now about 2.5 miles apart, with a midway point close to CTH T. Like the City of Sun Prairie, the Village has planned other lands north of that mix use area for rural and agricultural uses.

Other Municipalities

The City of Sun Prairie's extraterritorial planning jurisdiction extends approximately 1/2 mile into the Town of Medina in an area with limited development pressure. The City does not have a working relationship with the Town of Medina.

Other Jurisdictions

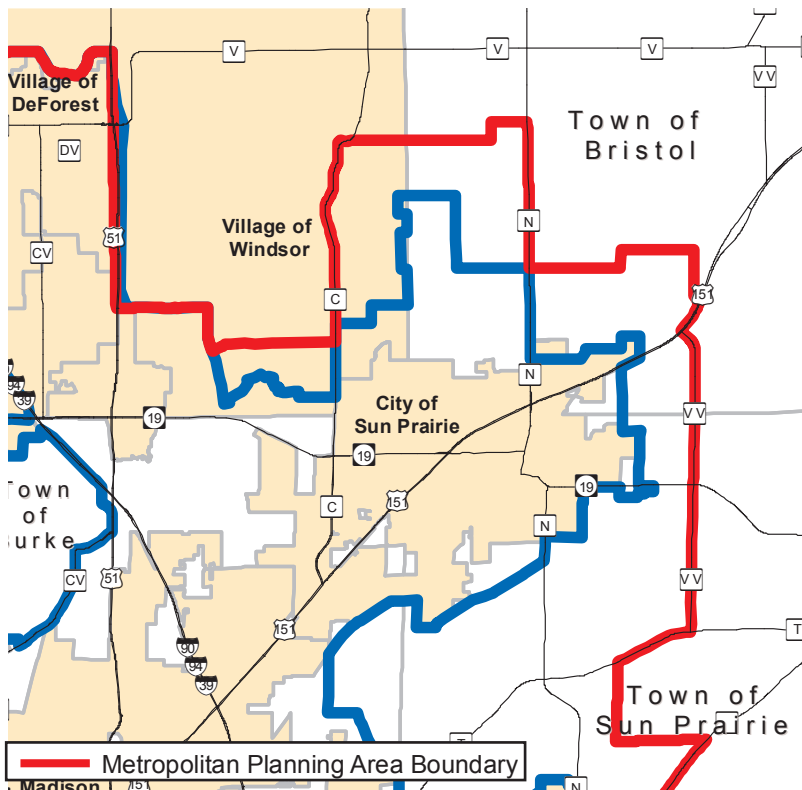
Sun Prairie Area School District (SPASD)

The school district serves all of the City of Sun Prairie and portions of several surrounding communities, including the City of Madison. The School District and the City of Sun Prairie have each invited someone representing the other jurisdiction into critical planning processes, including this comprehensive plan. More detailed information about the district can be found in the Utilities and Community Facilities chapter of this plan (Chapter 4).



Sun Prairie Area School District
Futures depend on us...every child, every day.

Figure 5-7: Madison Area MPO Boundary



Source: Madison Area MPO

Madison Area Metropolitan Planning Organization

The City of Sun Prairie is geographically, economically, and functionally integrated into the greater Madison metropolitan area, and as a result, the City coordinates regularly with the Madison Area Metropolitan Planning Organization (MPO) on a variety of regional transportation planning issues. The Madison Area Transportation Planning Board is the designated MPO for the Madison urban area. In 2017 the MPO completed the latest iteration of the regional transportation master plan: Regional Transportation Plan 2050. This document provides the regional framework for the City's more detailed local Transportation element. One important function of the MPO is that it approves the use of federal transportation funds within the metropolitan planning area.

City staff often works with the staff of the MPO on a variety of issues related to transportation planning.

Capital Area Regional Planning Commission (CARPC)

The Capital Area Regional Planning Commission (CARPC) serves as the advisory body to the Wisconsin Department of Natural Resources in recommending amendments to Sun Prairie and other municipality Urban Service Area boundaries in Dane County. In addition, CARPC provides valuable demographic services, research, and special studies to assist municipalities in Dane County with their planning efforts.

CARPC's jurisdiction includes the entire area of Dane County, and the Commission includes members appointed by the Dane Coun-

ty Towns Association, the Dane County Cities and Villages Association, the mayor of Madison, and the Dane County executive.

In 2017, CARPC updated its policies and criteria that guide decision making regarding urban service area expansions in Dane County. These policies are available on the [CARPC website](#).

Urban service areas are identified in CARPC's Dane County Water Quality Plan which provides a policy framework and guidance for state and local water quality protection programs. Another key component of this plan is the identification of environmental corridor boundaries. Environmental corridors are areas that are unsuitable for the installation of waste treatment systems because of physical or environmental constraints (e.g. wetlands, floodways, steep slopes, public lands).

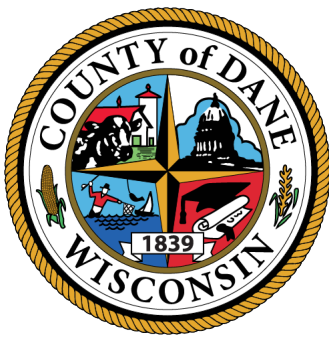


Dane County

The City interacts with Dane County in many ways, especially relating to issues within the City's extrajurisdictional area. As the second largest city in the county, Sun Prairie provides a significant amount of revenue to help fund services provided by Dane County.

Dane County adopted its comprehensive plan in 2012. This document has been consulted to help minimize potential differences with Sun Prairie's growth policies.

The City of Sun Prairie is also an active participant in the Dane County Housing Initiative. The initiative is a public-private partnership that promotes business retention, a stable workforce and ensuring all Dane County residents have a place to live. See Chapter 7 for additional discussion on housing.



Dane County Lakes & Watershed Commission

The Dane County Board established a permanent Lakes and Watershed Commission in 1988. The Wisconsin State Legislature defined the Commission's special powers, composition, duties and organization in 1990. The Commission's charge, as a coordinating and advisory agency within Dane County government, is to protect and improve water quality, as well as the scenic, economic, recreational, and environmental value of Dane County's water resources.

The Commission has assumed a coordinating role among the many state and local agencies with programmatic and regulatory responsibilities for water quality and water resources management in Dane County. Its statutory responsibilities include conducting or coordi-

nating studies of local surface waters and groundwater, maintaining liaisons with other public agencies involved in protecting or managing water resources, and developing public information programs. The Commission also serves an advisory role to the Dane County Board and the County Executive.

The City of Sun Prairie is part of a Joint Stormwater Permit Group through the Madison Area Municipal Stormwater Partnership, which is overseen by the Commission. Municipal stormwater discharge permits are required through Wisconsin Administrative Code NR 216.



Dane County Drainage Board

State statutes allow for the creation of drainage districts for the purpose of draining lands for agricultural uses. The districts are overseen by drainage boards which can levy special assessments to property owners within the districts to construct and maintain the drainage ditches. The Dane County Drainage Board is responsible for planning and administering drainage districts in Dane County. The board also resolves drainage disputes among landowners. There are approximately 1,000 acres of land within the City that are within a drainage district. The City currently maintains many of the drainageways in these areas. More information about drainage districts can be found in Chapter 3 of this plan.

State Agencies & Authorities

Department of Natural Resources

The Wisconsin Department of Natural Resources (DNR) regulates water resources and sets standards that the City and property owners must adhere to for surface and groundwater quality, wetlands, floodplain, and shoreland management. The DNR also takes a lead role in wildlife protection and management of woodlands and other natural resources.

The City relies on the DNR for a number of items, including the approval of sanitary sewer extensions to newly developing areas (in conjunction with CARPC), the monitoring and oversight of environmental contamination sites, the oversight of the City's Water Pollution Control Facility, and wetland and floodplain management and related permitting.

The City has also worked cooperatively with the DNR as a signatory of the Green Tier/Clear Waters Initiative Charter. This agreement, currently in place through April 2021, is between the cities of Sun Prairie and Madison, Dane County, DNR, Veridian Homes and Homburg Contractors. Under the agreement, the City will work with Veridian Homes and Homburg Contractors to support or develop alternative practices that will mini-



mize or eliminate sediment and nutrients from entering area lakes, streams, and wetlands.

Department of Administration

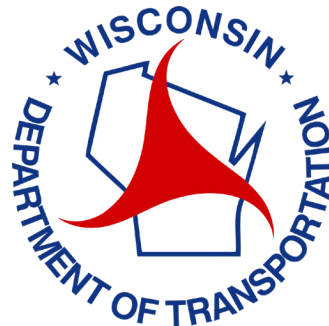
The Wisconsin Department of Administration (DOA) is involved in the review and approval of annexations, and must review and approve cooperative plans that are negotiated and mutually adopted by local governments. The DOA also provides demographic services such as population projections and estimates to assist local government planning efforts, and to establish official parameters for state programs and grants that use population in their funding formulas.



Department of Transportation

The Wisconsin Department of Transportation (WisDOT) administers a variety of programs to complete projects and assist local communities in maintaining a multi-modal transportation network. WisDOT has jurisdiction over US 151 and STH 19 passing through the City, as well as portions of other roadways located near interchanges of US 151. A cooperative improvement agreement between the City and WisDOT, adopted in 2006, provides for access control along Grand Avenue and Reiner Road between STH 19 and

O’Keeffe Avenue. In addition, WisDOT’s WIS 19/113 Access Plan (2016), is aimed at reducing conflicts along the WIS 19/113 corridor between and within Waunakee and Sun Prairie, and was adopted by the Sun Prairie Common Council by resolution. WisDOT funds highway improvements, including signalization of intersections, within their areas of jurisdiction. More information about WisDOT and its involvement in Sun Prairie can be found in the Chapter 8 of this plan.



Wisconsin Housing and Economic Development Authority (WHEDA)

The Wisconsin Housing and Economic Development Authority (WHEDA), originally created in

1972 to make construction, rehabilitation, and permanent mortgage loans to eligible sponsors of housing projects for low and moderate income households, has developed into an organization that offers creative means by which Wisconsin residents and communities can obtain affordable housing and economic development opportunities. WHEDA has been involved in several housing developments within the City of Sun Prairie.



Emergency Management Agreements

The Sun Prairie Emergency Medical Service (EMS) area is defined through contract to include the Town of Bristol and the incorporated areas of Sun Prairie. In addition, EMS has an Advanced Life Support Agreement and a mutual aid contract with Dane County, whereby EMS may be asked to respond to a call in another municipality if their ambulance(s) are not



Sun Prairie Paramedics

available to respond to a call.

The Sun Prairie Police Department Police will provide assistance to DeForest, Marshall, Cottage Grove, and other surrounding communities on an as needed basis through a mutual aid agreement.

The Sun Prairie Volunteer Fire Department has a mutual aid agreement for all of Dane County and may be called to assist other municipalities in the county. The Fire Department also has an Advanced Life Support agreement to assist EMS as needed within the fire district. The Fire Department's service area includes the City of Sun Prairie and the Towns of Burke, Bristol, and Sun Prairie.



GOALS, POLICES AND ACTIONS INTERGOVERNMENTAL COOPERATION

April 18 DRAFT

Reminder: items in bolded red text are suggested “high priority” topics that will be highlighted in the implementation section.

Issues and Opportunities

Coordination and Efficiency (photo of a splash pad?)

As the growth of the Madison metropolitan area continues, the distance between Sun Prairie and urban development in neighboring jurisdictions is disappearing. The proximity of urbanized areas in other communities raises the importance of, and opportunity for, cooperative planning and resource sharing. Investments in parks and recreation amenities and emergency services are especially ripe for finding solutions that improve lives and neighborhoods in multiple communities. Inadequate communication can result in missed opportunities to leverage projects for the benefit of residents across the region.

Town of Burke (Photo of Burke town hall?)

The Town of Burke will disappear in 2036, by agreement with the City of Sun Prairie, City of Madison, and Village of DeForest. When Sun Prairie absorbs existing Burke neighborhoods on October 27, 2036, it will inherit responsibility for many streets and properties built to rural standards. Those streets without curbs, storm sewers, or sidewalks will gradually be improved to include those features, over decades. Likewise, homes built without public sewer or water service will gradually be transitioned to public services. The timing of that transition is not currently known and will depend on a variety of factors. In some cases it may make sense to pursue street reconstruction to urban standards, or sewer and water extensions, before 2036. With 17 years until the handoff, now is the time to begin thinking and talking about these transitions.

Town of Sun Prairie (photo of ag land)

The Town of Sun Prairie is the one neighboring jurisdiction with which the City has no existing agreement about development or annexation. It is also the primary area into which the City is likely to grow over the next 50 years. Annexations and road maintenance issues have been a source of tension over the years, and these are issues that will continue to affect both jurisdictions. The Town is also concerned about growth impacts from the Village of Cottage Grove and the City of Madison. Each of these jurisdictions will need to decide if it is in its interests to pursue a boundary agreement that provides more predictability for everyone regarding urban growth in what is now the Town of Sun Prairie.

GOAL 1: Work closely with neighboring communities and other governmental entities to achieve sustainable development patterns in the Sun Prairie area

POLICIES

1. **Enforce and maintain existing intergovernmental agreements with neighboring jurisdictions to provide predictability for property owners and to avoid municipal boundary disputes. These agreements include:**
 - a. **Agreement with the Village of Windsor (and Village of DeForest) as adopted August 2012, effective until 2037.**
 - b. **Agreement with the Town of Burke, City of Madison and Village of DeForest, as adopted January 2007, effective until 2036 when the Town of Burke is dissolved.**
 - c. **Agreement with the Town of Bristol as adopted July 2005, effective until 2025.**
2. Protect natural systems and the City's ability to grow by exercising plat approval authority within the City's three-mile jurisdiction using the following criteria. The following criteria are suggested, and may be modified or waived through an adopted intergovernmental agreement:
 - a. The City shall not approve land divisions that would result in the development of land that is unsuitable for development due to flooding, poor drainage, soil or rock formations, highly erosive soils, unfavorable topography, or any other feature likely to be harmful to health, safety or welfare of future residents or landowners.
 - b. The City shall not approve land divisions that would have an adverse impact on existing or planned city improvements or services.
3. When exercising plat review authority in the Town of Sun Prairie, CTH T will be the boundary between City of Sun Prairie and Village of Cottage Grove extraterritorial authority, to the extent that the Village's 1.5-mile jurisdiction reaches.
4. When working with other governmental entities on issues that affect the City of Sun Prairie, cite this Comprehensive Plan and other City planning documents to identify preferred outcomes.

ACTIONS

- 1) Work with the Town of Sun Prairie to develop an intergovernmental agreement that protects future growth areas and utility extension routes for the city, allows limited rural residential development in the town and defines the jurisdiction and maintenance of certain roads that serve both jurisdictions.
- 2) Work with the Town of Bristol beginning in 2020 to extend or replace the current boundary agreement before it expires in 2025.
- 3) Work with the Village of Cottage Grove to develop an intergovernmental agreement defining a long-term boundary between the two municipalities. Consider including the City of Madison and Town of Sun Prairie in this agreement if feasible.
- 4) Meet with the Capital Area Regional Planning Commission as necessary to expand the urban service area consistent with this Comprehensive Plan and when considering major land use planning updates to this plan.

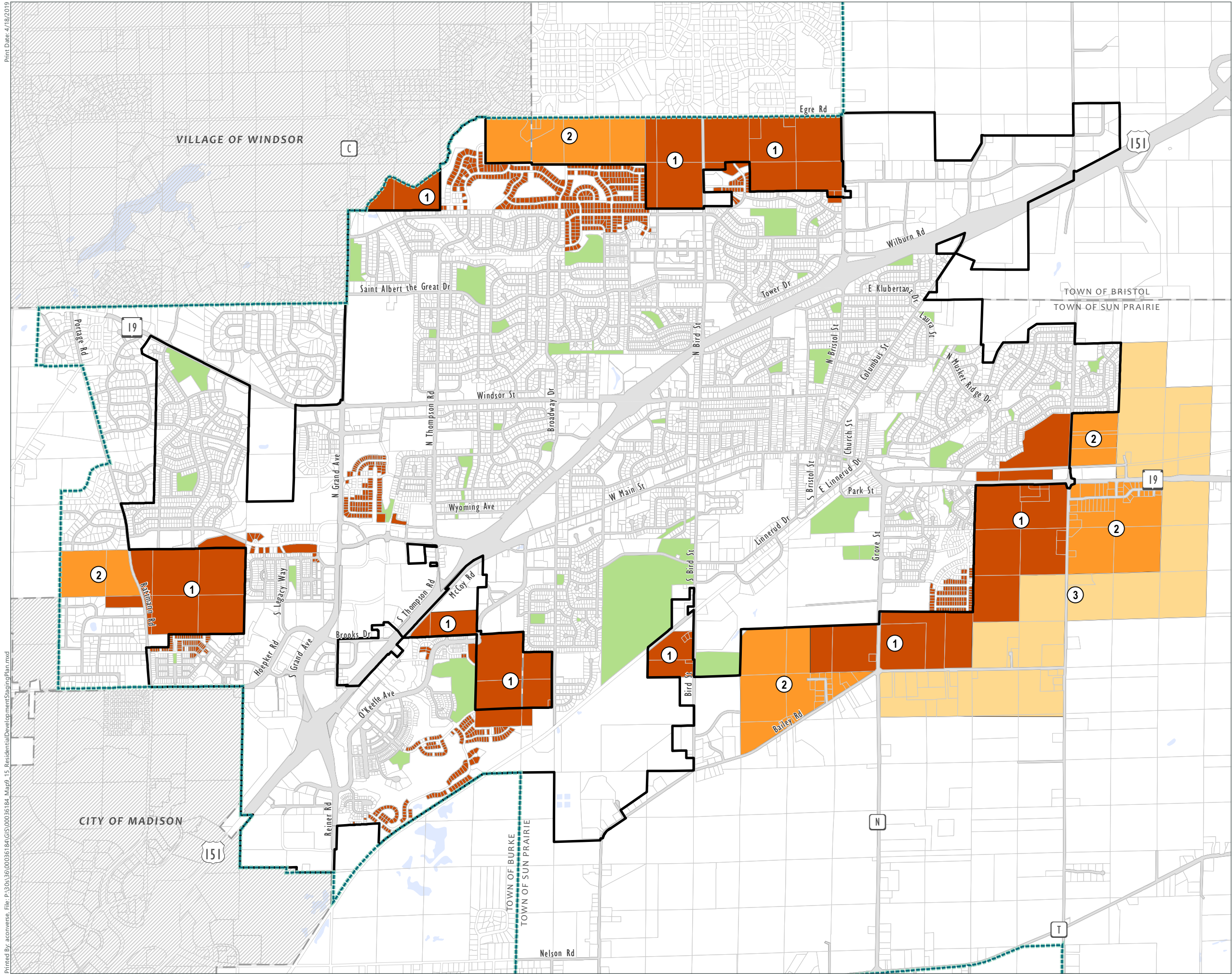
GOAL 2: Enhance the efficiency and quality of public services by collaborating with other governmental entities in the region

POLICIES

1. Seek and maintain intergovernmental agreements for the provision of public facilities and services, including public safety services. The City is specifically interested in regionalizing public safety facilities in collaboration with Windsor, DeForest, Marshall, and Cottage Grove as appropriate.
2. Maintain communication with the Sun Prairie Fire Department to monitor the effectiveness of service provision within the context of intergovernmental agreements.

ACTIONS

- 5) **Work closely with the Sun Prairie Area School District (SPASD) to foster communication, relationships, and knowledge about planning and growth activities. Schedule a working session involving elected officials and key staff for both jurisdictions no less than annually to discuss issues of concern and opportunities for collaboration.**
- 6) Work with the Town of Burke to coordinate capital planning and construction projects in areas of the town that will become City of Sun Prairie in 2036. This should include a meeting early in the calendar year between City and Town staff no less than annually to discuss current year construction projects and future year design projects.
- 7) Coordinate with all adjoining jurisdictions during outdoor recreation planning to seek complementary recreation investments where service areas overlap. Work to avoid duplication of unique amenities. Coordinate with all adjoining jurisdictions on transportation projects during the annual CIP process.



New Neighborhood Staging Plan

- Planning Jurisdiction
- City of Sun Prairie
- City/Village
- Town
- Parcels
- Sun Prairie Park
- Stage 1
- Stage 2
- Stage 3

Data Sources:
Municipal Boundaries and road names provided by Dane County (May 2018).

For inclusion in the Land Use Chapter

April 18 DRAFT

NEW NEIGHBORHOOD STAGING PLAN

As the City of Sun Prairie continues to grow, it is important to manage the pace and location of that growth so that new development can be adequately and efficiently served with various public services. The New Neighborhood Staging Plan Map XX prioritizes neighborhood growth areas to encourage the development of lands with good access to infrastructure and delay the development of other lands.

The Staging Plan is intended to serve as a general guide for the Plan Commission and Common Council when those bodies review annexation petitions, urban service area amendment requests, zoning map amendment requests, land division proposals, and when the City considers the location and timing of capital improvement projects. Changes in any of the following factors will influence the timing and location of future city expansion into the planned development staging areas in and around the City of Sun Prairie:

- The City's ability to serve the respective areas with the full range of urban services, facilities and utilities without undue strain on these services
- The landowner's interest and willingness to develop their properties in accordance with the adopted land use and/or neighborhood plans for their areas
- The degree to which annexation petitions are consistent with the City's annexation policies and criteria
- The need for and ability to obtain urban service area amendments
- The suitability of lands for various types of urban development
- The availability of transportation improvements necessary to serve the area
- Real estate market conditions in and around the City of Sun Prairie, including the number of available lots and/or dwelling units already approved and available for development in the City

Not all areas depicted on the Staging Plan Map are expected to develop within the next twenty years. In fact, it is likely that many of the planned development areas will remain undeveloped well beyond the year 2040. Nevertheless, all future city development areas that are depicted on the Staging Plan Map are expected to be located within the City of Sun Prairie's corporate limits at some time in the future.

This Staging Plan does not apply to infill development on sites with ready access to public utilities.

Stage 1 (Ready for Development)

Areas on the map labeled "Stage 1" include platted neighborhoods with lots still available for construction and lands that are not yet platted or approved for development but which can be easily served with public utilities. The City would like to see these lands develop first.

Stage 2

Areas identified on the map as "Stage 2" are generally either not readily served with utilities and/or not contiguous to an existing City neighborhood as of 2019. These areas may require the construction of new or expanded facilities or utilities (such as wastewater lift stations or looped water lines) before development can occur, or are lands where development offers less public benefit than Stage 1 development. Stage 2 lands should not be developed until about one-half of the Stage 1

land area is platted and at least partially improved and the land is contiguous to existing City development.

Stage 3

Areas designated as “Stage 3” are generally those lands where more extensive facilities, service or utilities (e.g. new interceptor sewers, water towers, major streets etc.) are needed to accommodate urban development as of 2019. Stage 3 lands should not be developed until about one-half of the Stage 2 land area is platted and at least partially improved and the land is contiguous to existing City development.

Development in portions of this area that would require a new lift station in order to have sewer service should be discouraged and delayed until the Far East Sewer Service Interceptor is created to serve those lands.

FUTURE LAND USE MAPS

This section includes Future Land Use Maps by planning jurisdiction, municipal limits (as of January 2019), and by planning area (as developed during the 2019 comprehensive planning process - See Figure 9-1).

The future land use planning area maps provide greater detail at a neighborhood scale, including:

- identification of development limitations (i.e., Natural Protection Resource Overlay);
- description of detailed neighborhood concepts for currently undeveloped lands - per the 2009 Land Use Workshop (see Appendix X); and,
- map notes providing current (2019) narrative of ideas, preferences, and applicable plans and zoning requirements.

The location of future land uses on the Planning Area maps are identical to the City-wide Map.

Figure 9-1: Planning Areas

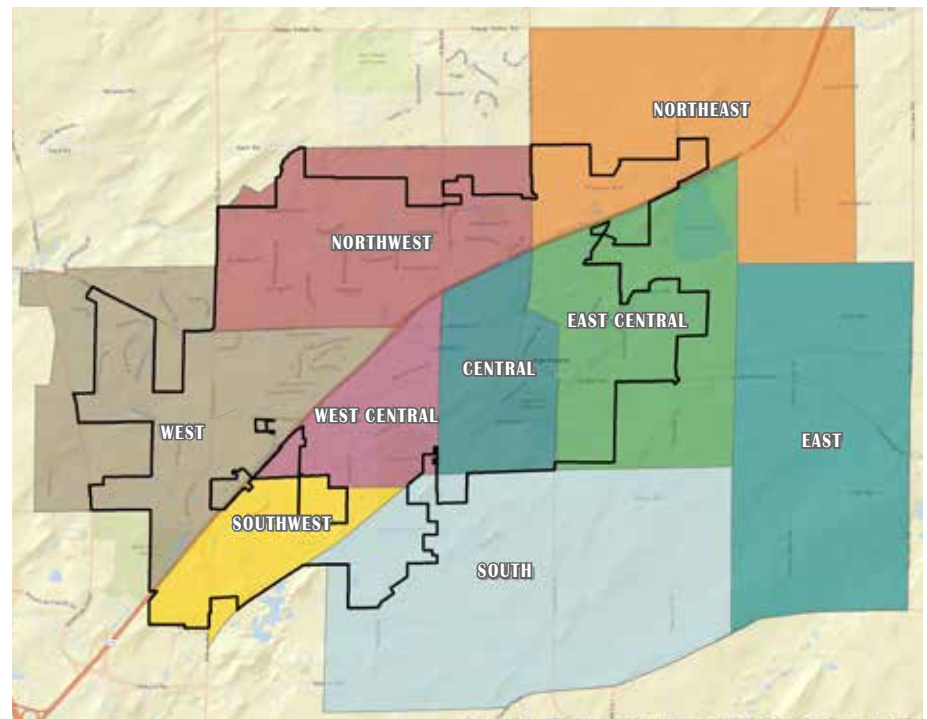


Figure 9-2: Future Land Use Map - Planning Jurisdiction

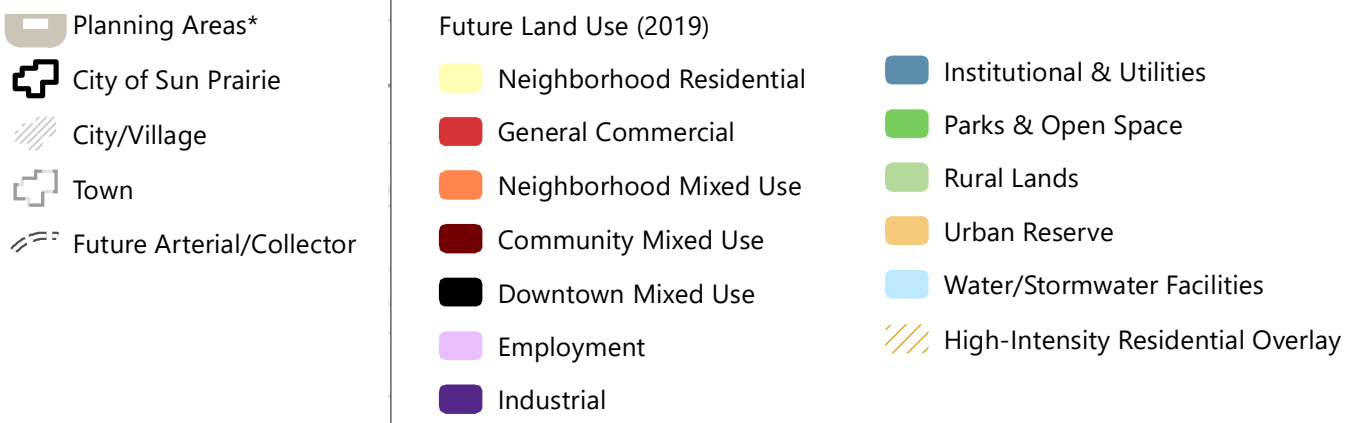
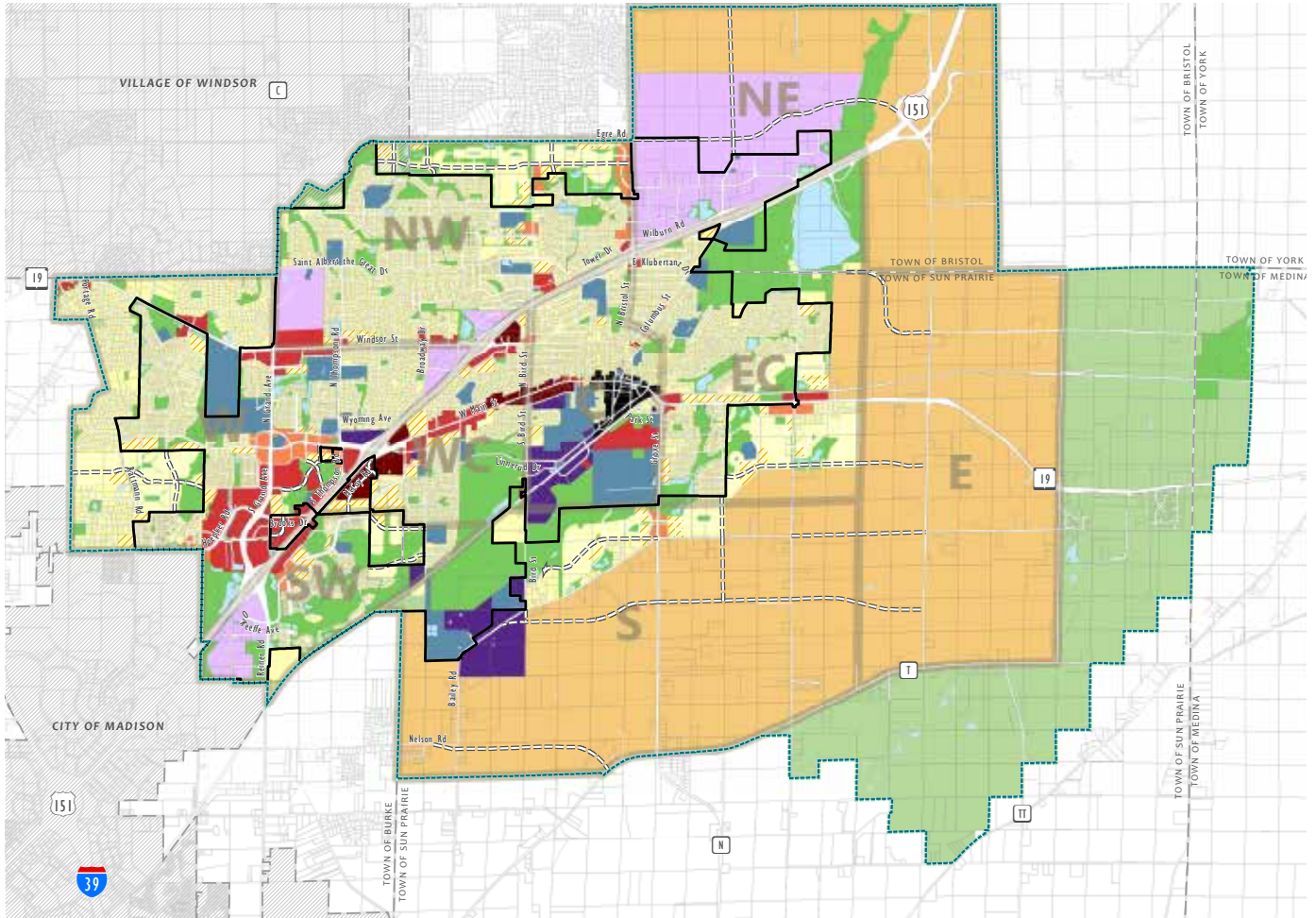
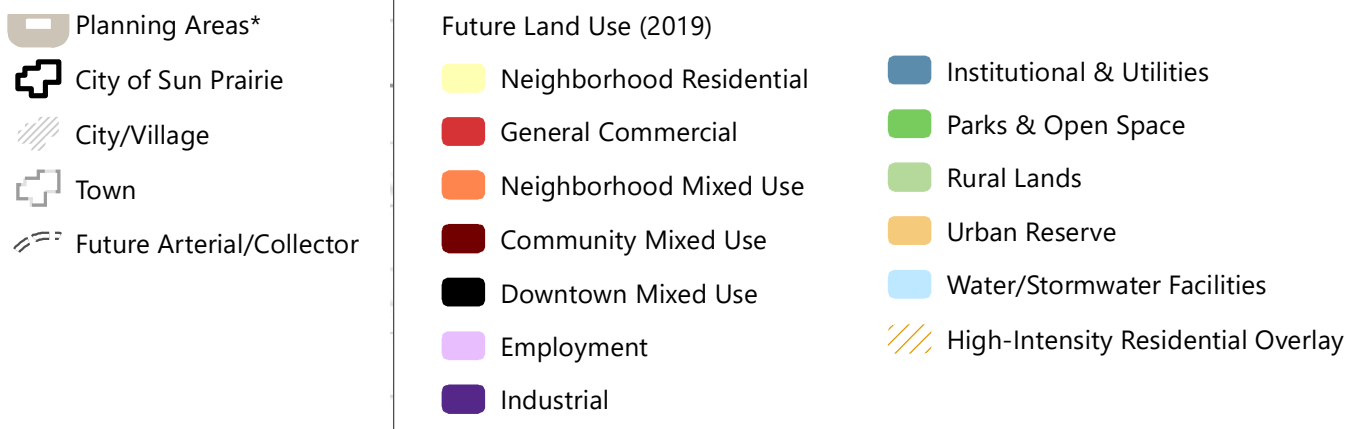
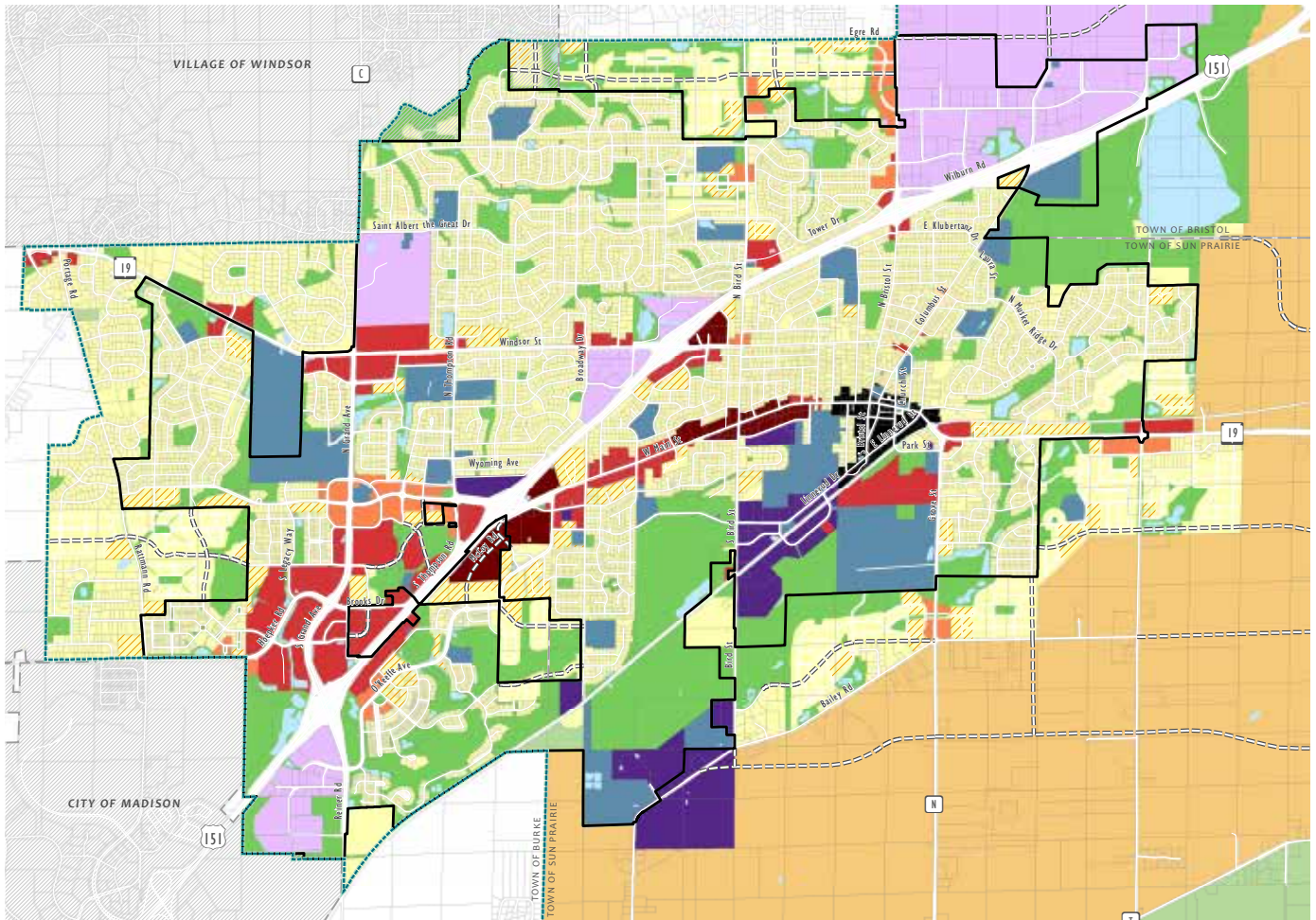
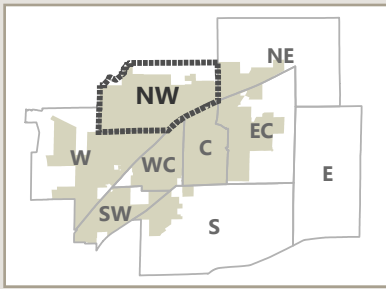


Figure 9-3: Future Land Use Map - City Limits (2019)

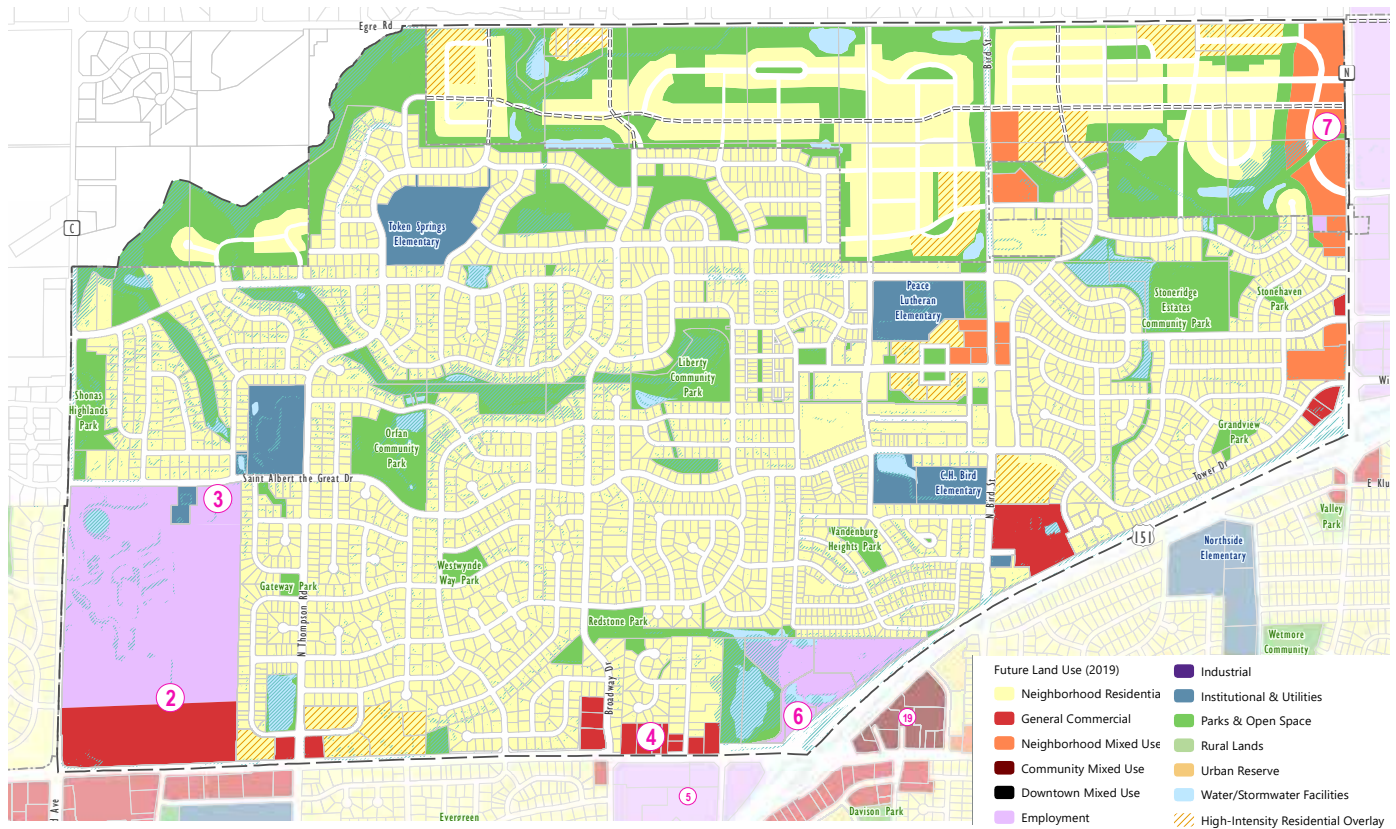


Northwest Planning Area



Planning Area Boundary: Egre Road to the north, CTH N to the east, USH 151 and WIS 19 to the south, and CTH C to the west.

Existing Land Use(s): Mixed residential, commercial, vacant platted lands, and agriculture.



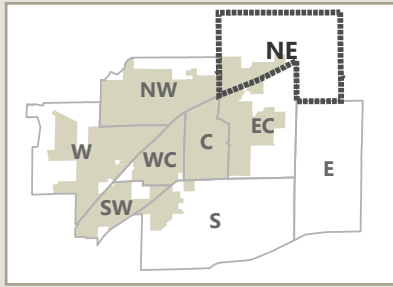
Detailed Concept (2009)

This planning area includes undeveloped lands on the north side of the City, south of Egre Road. Most of this planning area falls within the Token Creek watershed and development within this area must be sensitive to this environmental feature. Any development within this area would need to incorporate a large percentage of open space to manage stormwater appropriately within the watershed. This was a requirement of the Capital Area Regional Planning Commission in order to expand the urban service area for the The Reserve, and it is anticipated that similar measures will be required for any additional expansions. The area east of Bird Street could be developed at a higher-intensity, however existing land uses adjacent to this area are predominantly residential, with the exception of the Sun Prairie Business Park east of CTH N. Future development in this area will need to take into account these neighboring uses. There are two neighborhood mixed use nodes planned in this conceptual plan: 1) along Bird Street; and, 2) along CTH N.

FUTURE LAND USE NOTES

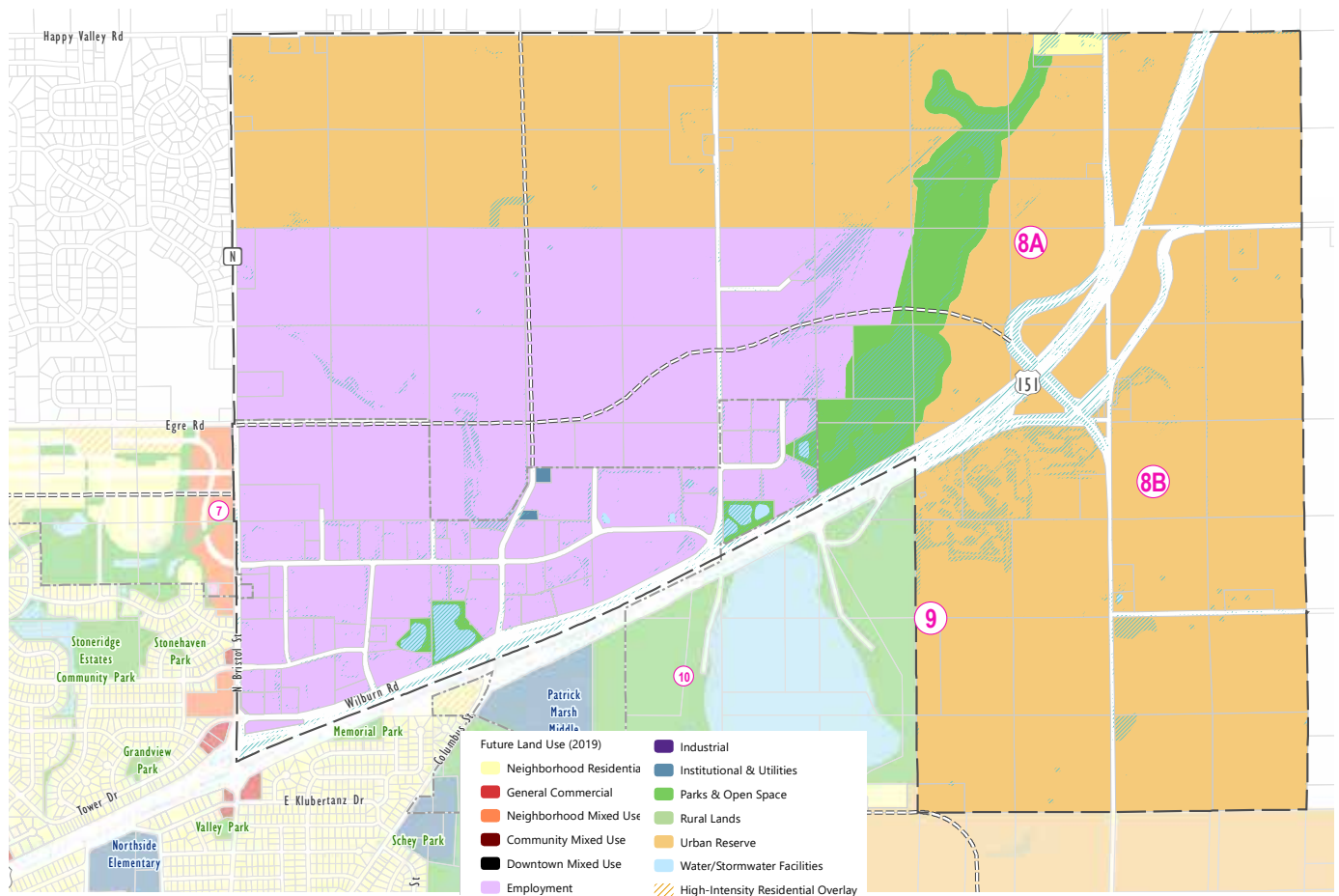
- ② Development opportunity within the open lands surrounding the QBE Campus for office and commercial. Office (instead of general commercial) is another option along Windsor Street.
- ③ The woodlands in this area should be preserved.
- ④ Existing large single family lots along an arterial street. Potential for transition to commercial uses and removal of direct access from STH 19.
- ⑥ This 1.67-acre property along Lois Drive is a redevelopment opportunity.
- ⑦ The 2009 Comprehensive Plan developed a conceptual plan for this area. The 2019 update has reclassified this area as Neighborhood Mixed Use to provide opportunities for housing (including workforce housing) and commercial to support the Sun Prairie Business Park and the adjacent residential neighborhood.

Northeast Planning Area



Planning Area Boundary: Happy Valley Road to the north, USH 151 to the east and south, and Bristol Street to the west.

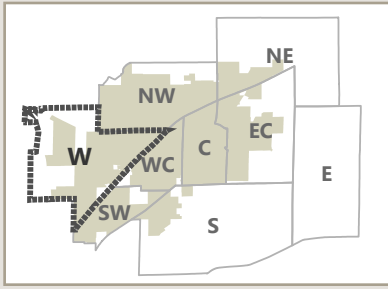
Existing Land Use(s): Light-Industrial within the City limits (i.e., Sun Prairie Business Park) and Agriculture use outside of the current municipal boundary.



FUTURE LAND USE NOTES

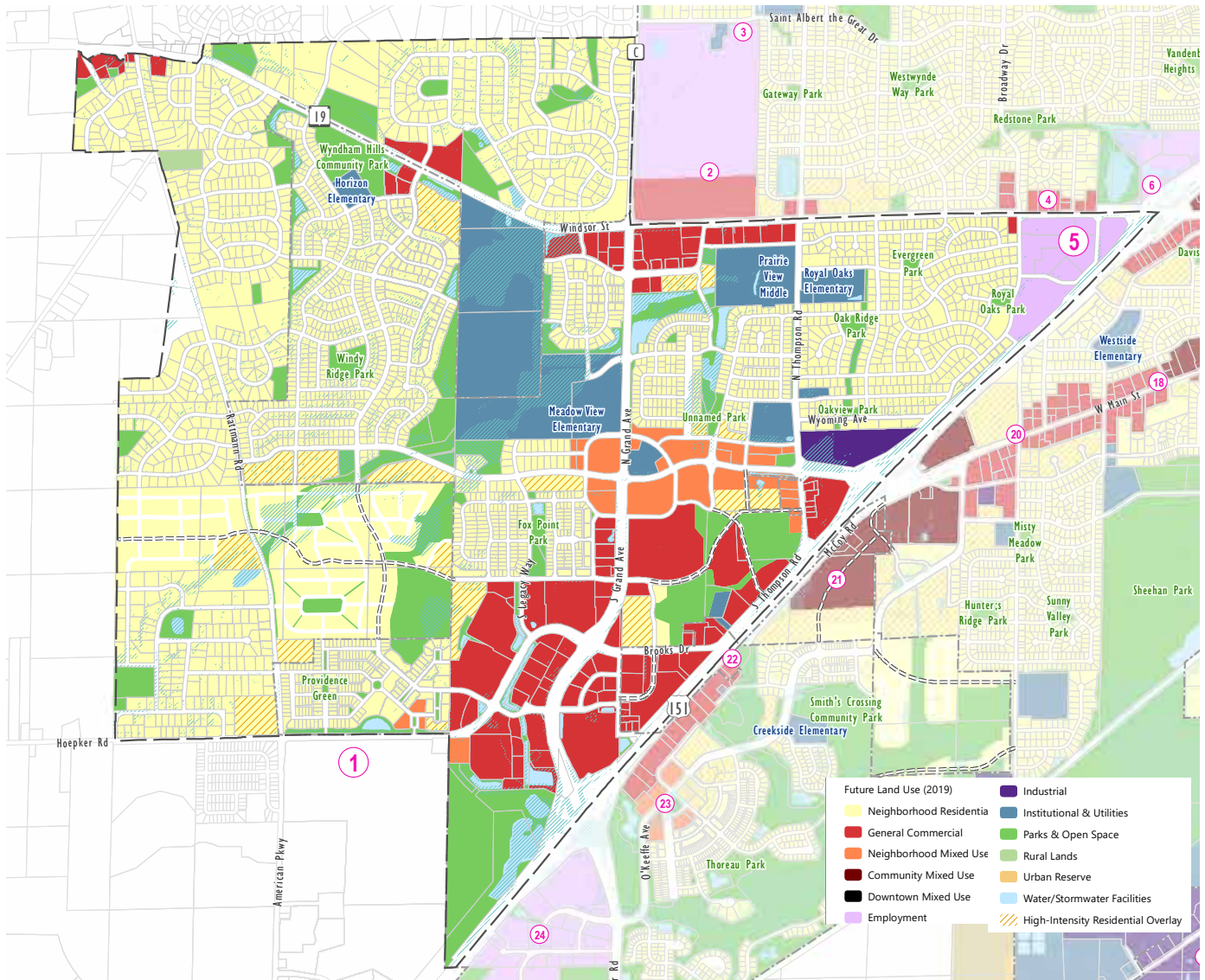
- 8A** **8B** Community mixed use requiring a detailed planning effort shall be undertaken in conjunction with planning for an USH interchange at CTH VV.
- 9** This area provides an opportunity for future residential lots with water views, but is not recommended for development before 2040.
- 10** Consider public facilities that allows better access and usability of the Patrick Marsh. Possible location for a Public/Private Event Venue or (Multi-) Cultural Center.

West Planning Area



Planning Area Boundary: Irving Drive and WIS 19 (Windsor Street) to the north, USH 151 to the east, Hoepker Road and USH 151 to the south, and halfway between Rattman Road and Portage Road to the west.

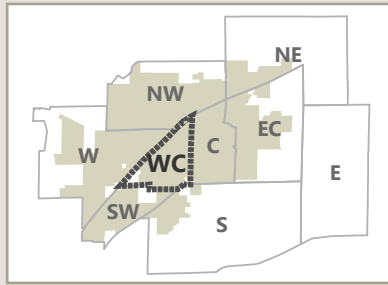
Existing Land Use(s): Mixed residential, commercial, vacant platted lands, and agriculture.



FUTURE LAND USE NOTES

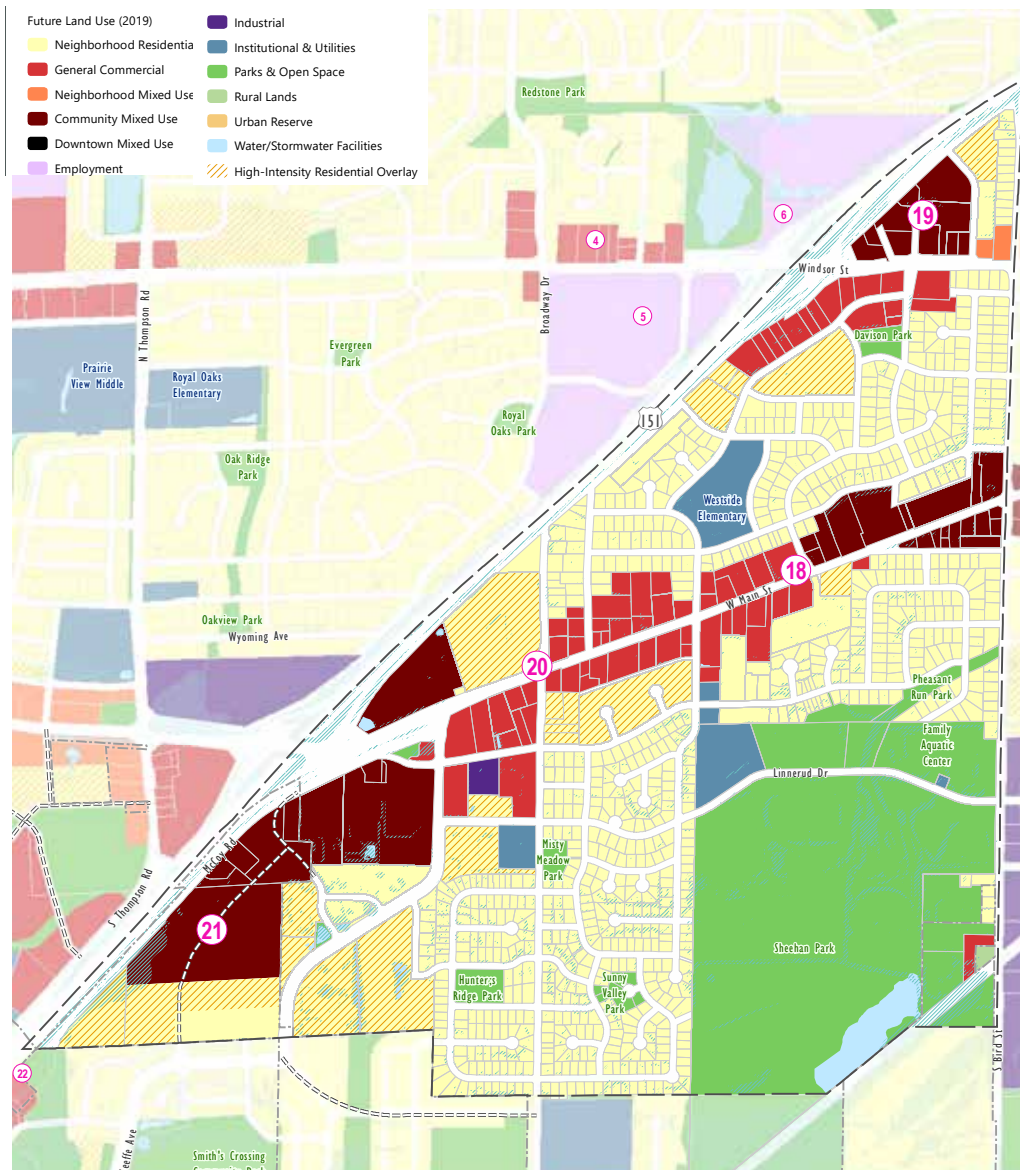
- ① Potential sports and recreation facility, located in and shared with the City of Madison. Could include a splash pad.
- ⑤ Vacant parcels along Communications Drive are high-priority development sites. Office is the preferred use.

West Central Planning Area



Planning Area Boundary: USH 151 to the west and to the north, Bird Street to the east, and Sapphire Way and O’Keeffe Avenue to the south.

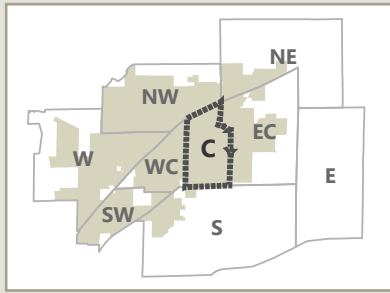
Existing Land Use(s): Mix of residential types, commercial and park and open space.



FUTURE LAND USE NOTES

- 18 Properties along Main Street from Clarmar Road to Union Street are in a Main Street Overlay District (MSO) that includes site and building design guidelines for future redevelopment and building expansion projects along this corridor.
- 19 This shopping center is currently auto-centric and could be a redevelopment opportunity that provides a pedestrian-friendly mixed use center with housing and greater variety of commercial uses.
- 20 There are two plans that address desired uses, development types and overall character along this section of Main Street - USH 151 to Ruby Ln: West Main Street Corridor Plan (2006); Ruby Ln to Jones St: Central Main Street Corridor Redevelopment Plan (2018).
- 21 Should this area redevelop with intense development it will be important to provide an internal road network that links to Prairie Run with an improved controlled intersection at Prairie Run and O’Keeffe. The road network should also connect to Twisted Branch Way and White Oak Drive.

Central Planning Area

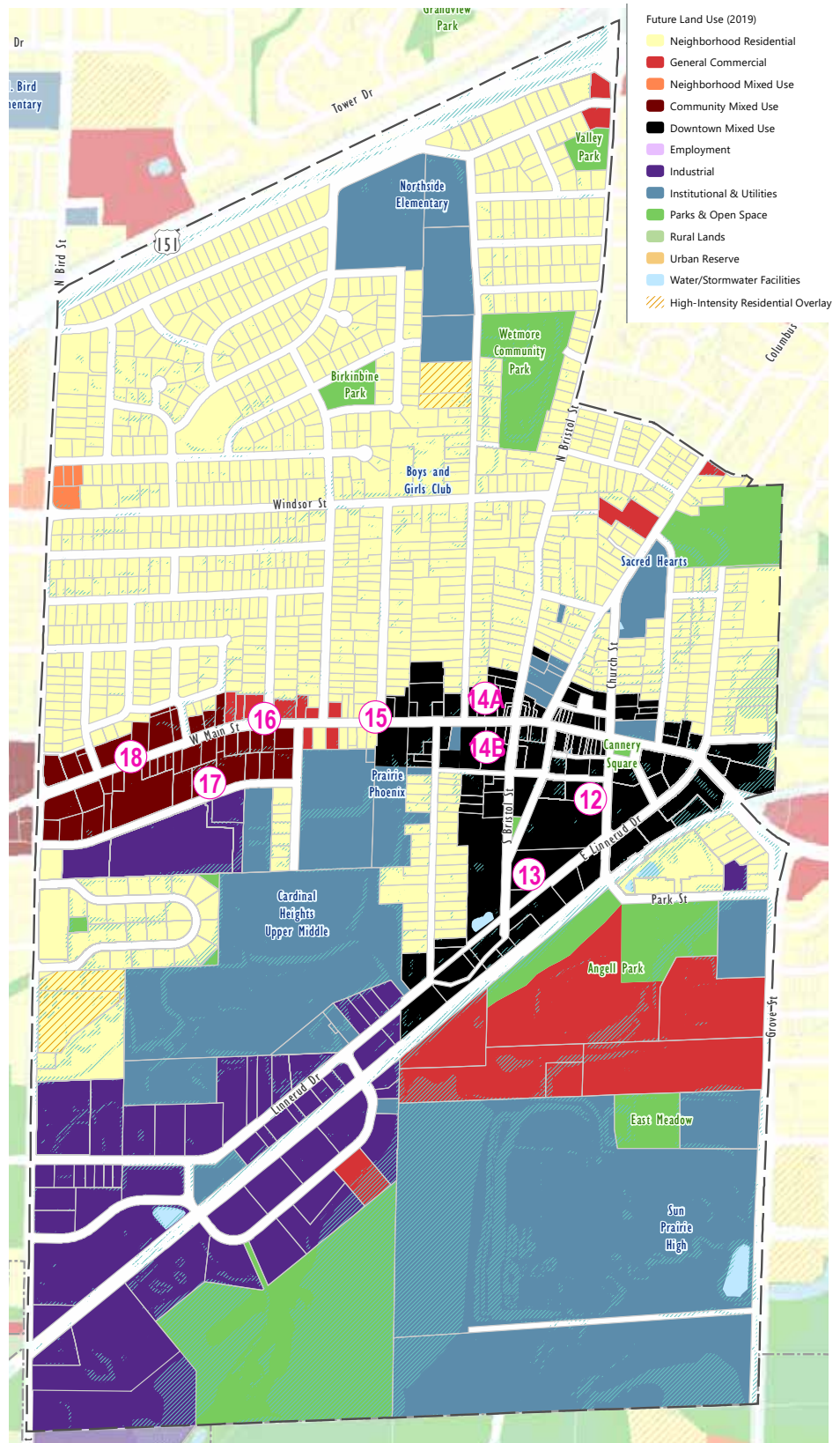


Planning Area Boundary: USH 151 to the north, N Bristol and Grove Streets to the east, Sun Prairie High School to the south, and Bird Street to the west. *This sub-planning area includes the Downtown.*

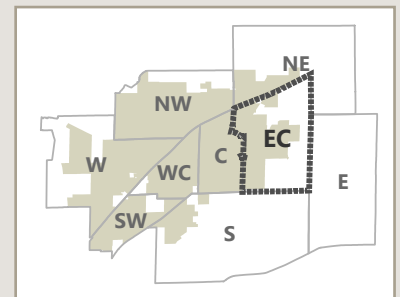
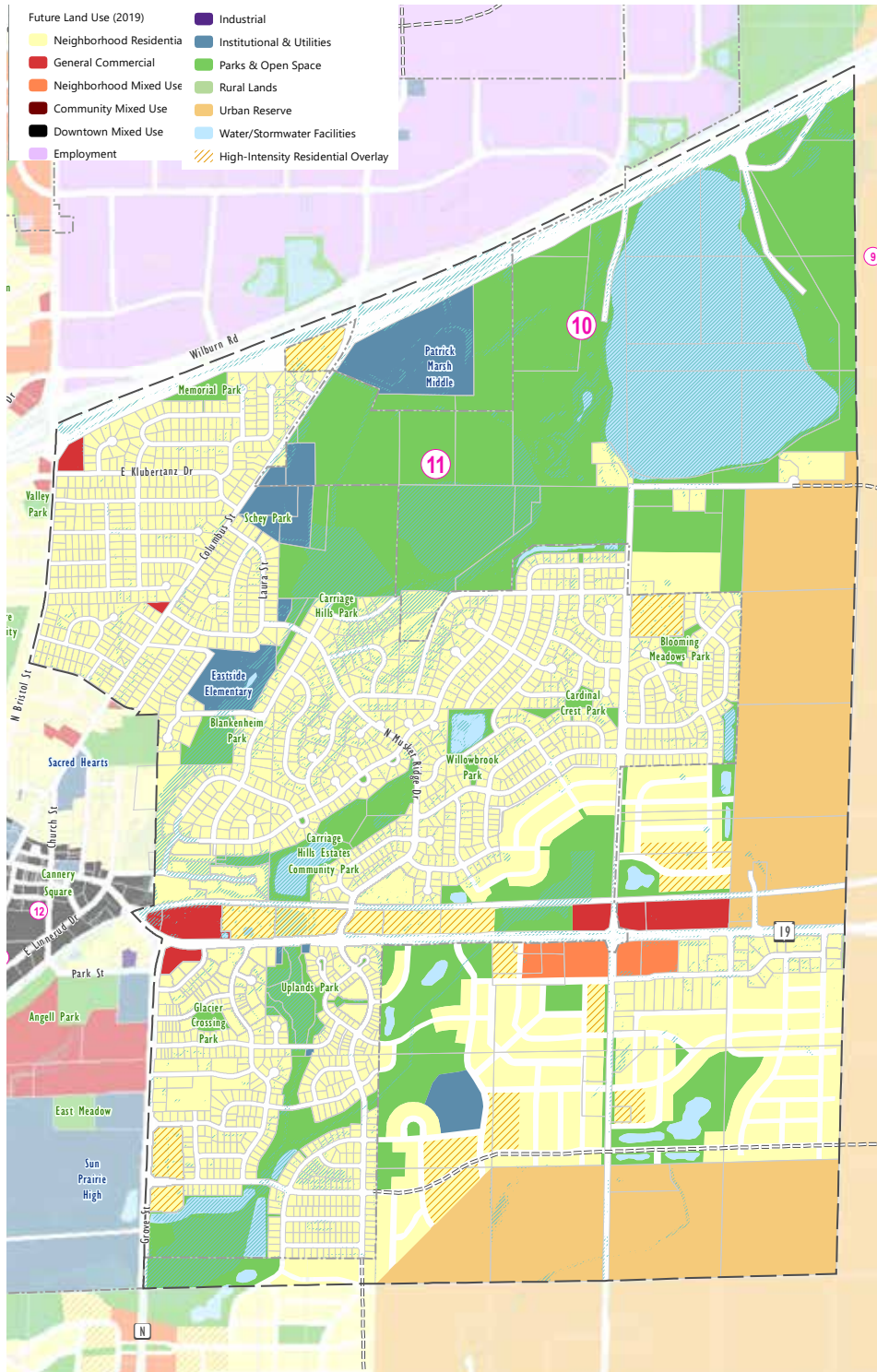
Existing Land Use(s): Single- and two-family residential to the north, mix of uses in the downtown, and industrial along Linnerud Drive.

FUTURE LAND USE NOTES

- 12 See the *Downtown Plan* for more detailed vision for the DMU district.
- 13 The public works campus is a high-priority redevelopment site when the campus moves outside the downtown.
- 14A 14B The buildings destroyed by the 2018 explosion near Bristol and Main are high-priority redevelopment sites. See the *Main/Bristol Street Visioning and Redevelopment Plan (2020)*.
- 15 Properties fronting Main Street from North Street to Union Street are within a Live-Work Overlay (LWO) District that is intended to preserve the residential character of the area as a transition to the downtown.
- 16 There are three plans that address desired uses, development types and overall character along this section of Main Street - Ruby Ln to Jones St: *Central Main Street Corridor Redevelopment Plan (2018)*; Jones St to Bristol St: *Bristol/Main Redevelopment Plan (2020)*; Bristol St to Linnerud/Dewey: *Downtown Plan*.
- 17 Designation of Community Mixed Use is intended to supersede the *Central Main Street Corridor Redevelopment Plan* where that plan identifies commercial along the north side of Commercial Avenue.
- 18 Properties along Main Street from Clarmar Road to Union Street are in a *Main Street Overlay District (MSO)* that includes site and building design guidelines for future redevelopment and building expansion projects along this corridor.



East Central Planning Area



Planning Area Boundary: USH 151 to the north, half-way between Town Hall Drive and CTH VV to the east, the Meadow Crossing subdivision to the south, and Grove and Bristol Streets to the west.

Existing Land Use(s): Housing, agriculture, and open space.

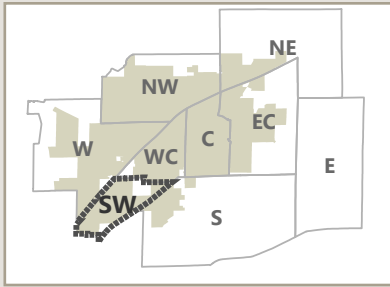
FUTURE LAND USE NOTES

- 10 Consider public facilities that allows better access and usability of the Patrick Marsh. Possible location for a Public/Private Event Venue or (Multi-) Cultural Center.
- 11 Provide an extensive trail network surrounding the Patrick Marsh making connections to the surrounding residential neighborhoods, including to future growth east of the marsh.

Detailed Concept (2009)

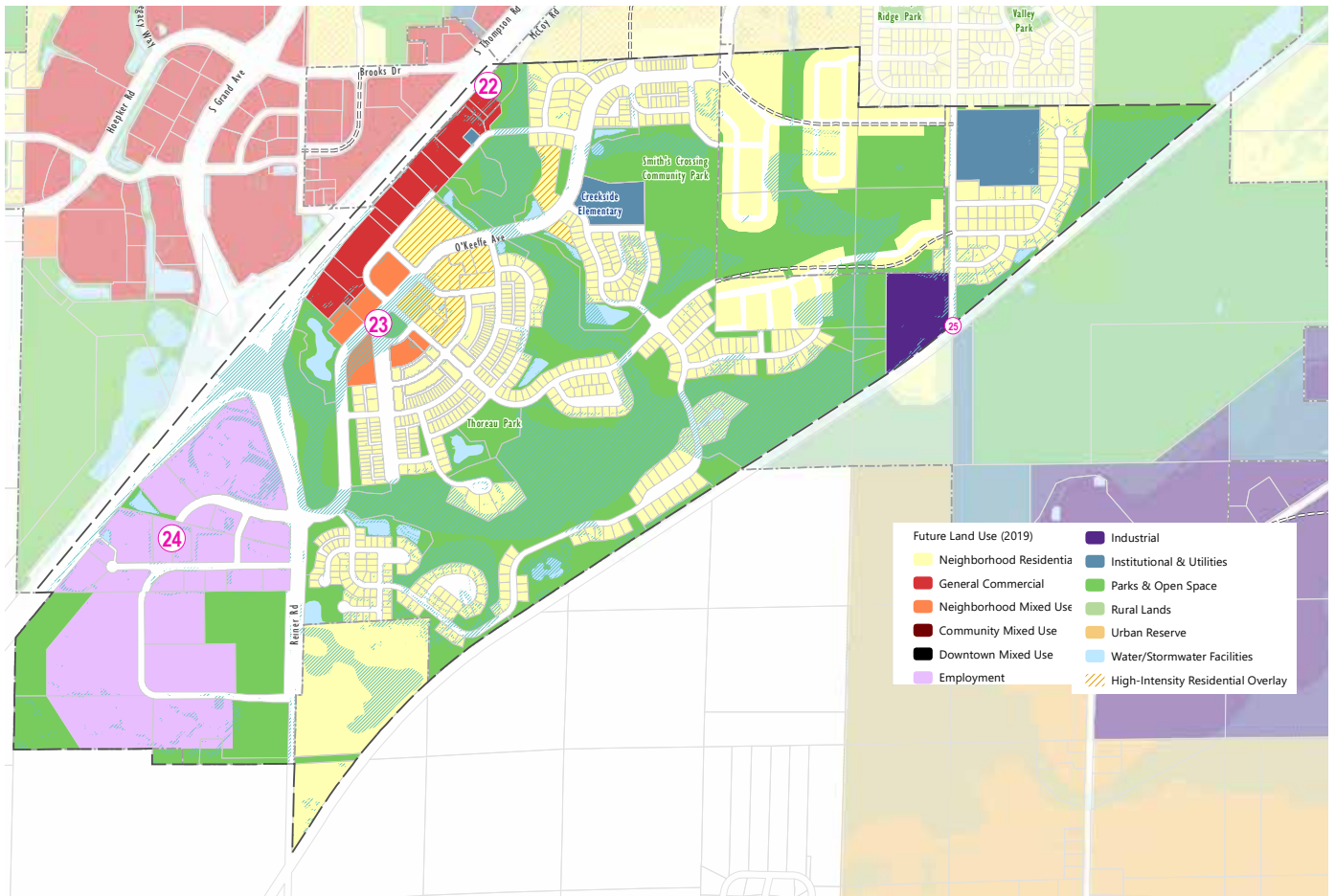
The Near Eastside conceptual plan includes undeveloped lands in the southeast section of this planning area (as well as portions of the South planning area). As illustrated, it suggests primarily residential uses with most of the area dedicated to single-family housing with some mix of small multi-unit buildings. There are a few areas identified as preferred locations for high-intensity multi-unit residential (HIR overlay). A full mix of residential neighborhood types are encouraged within this area. As shown, TND/hybrid neighborhoods are envisioned in the center of this district with conventional/conservation development to the east. There is a neighborhood mixed use and commercial node along WIS 19 and Town Hall Road.

Southwest Planning Area



Planning Area Boundary: O’Keeffe Avenue and Sapphire Way to the north, the railroad on the east side, Waste Management - Madison Prairie Landfill to the south and USH 151 to the west.

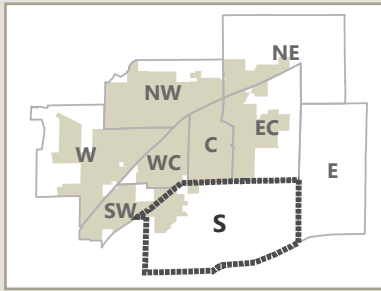
Existing Land Use(s): Mixed residential housing, park and open space, and industrial.



FUTURE LAND USE NOTES

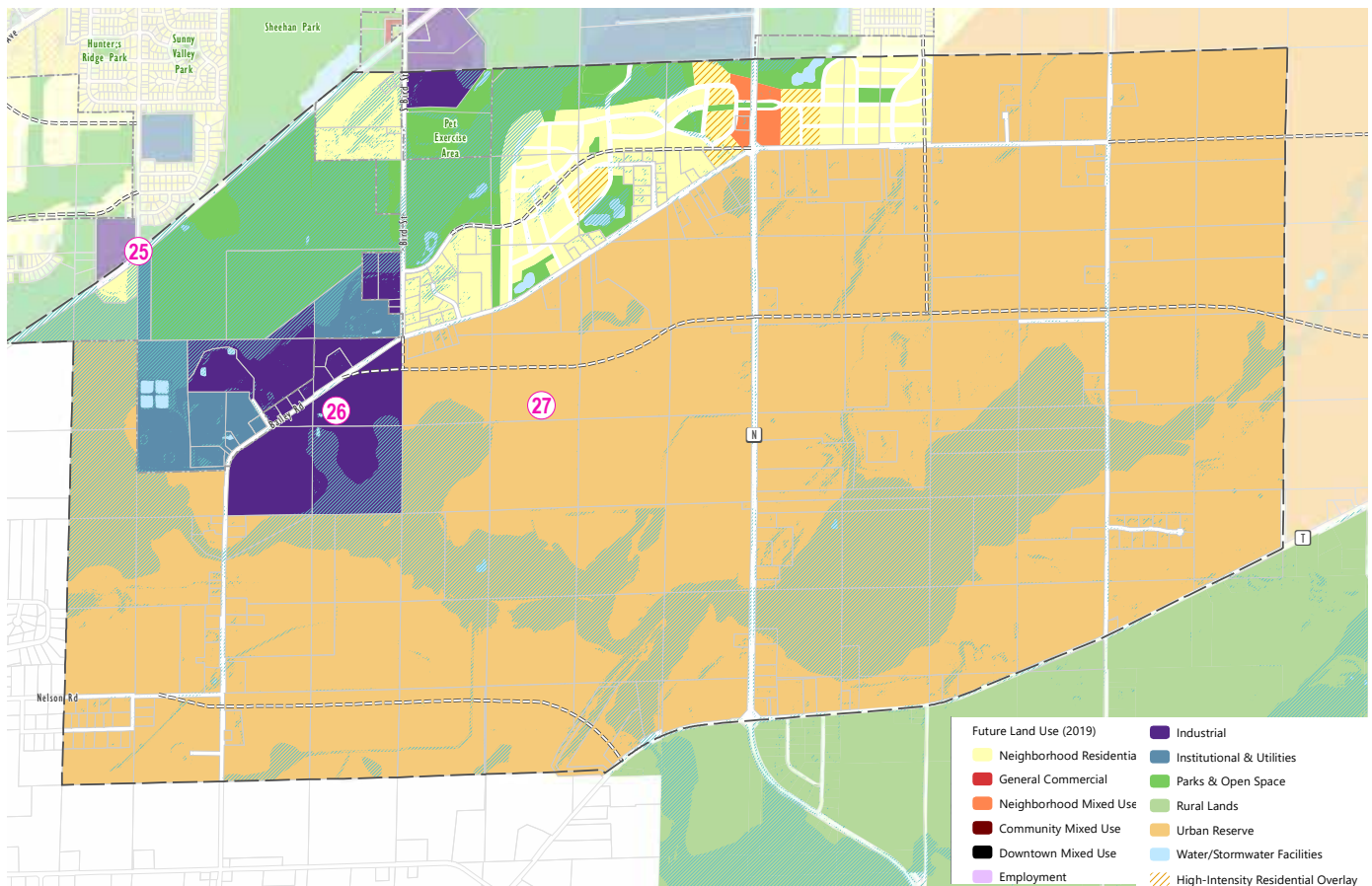
- ②② McCoy Road ends with a gravel drive that connects to Leopold Way. Should this area redevelop a multi-use path should be provided linking McCoy Road to Leopold Way.
- ②③ This Neighborhood Mixed Use district shall have ground-floor commercial uses consistent with the approved General Development Plan.
- ②④ Potential redevelopment area.

South Planning Area



Planning Area Boundary: Pet exercise area to the north, halfway between Town Hall Drive and CTH VV to the east, CTH T on the South, and Koshkonong Creek and the railroad tracks to the west.

Existing Land Use(s): Agriculture and single-family homes.



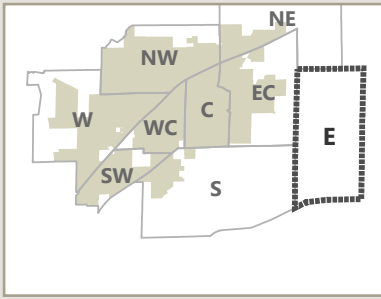
FUTURE LAND USE NOTES

- 25 Explore the opportunity to extend a public street from Clarmar Drive to Bailey Road. At a minimum, maintain a railroad crossing for a multi-use path to Bailey Road.
- 26 Preferred location for urban industrial and heavy industrial businesses, especially those that are not a good fit for the business park.
- 27 Protect a route for a future far east side sewer interceptor.

Detailed Concept (2009)

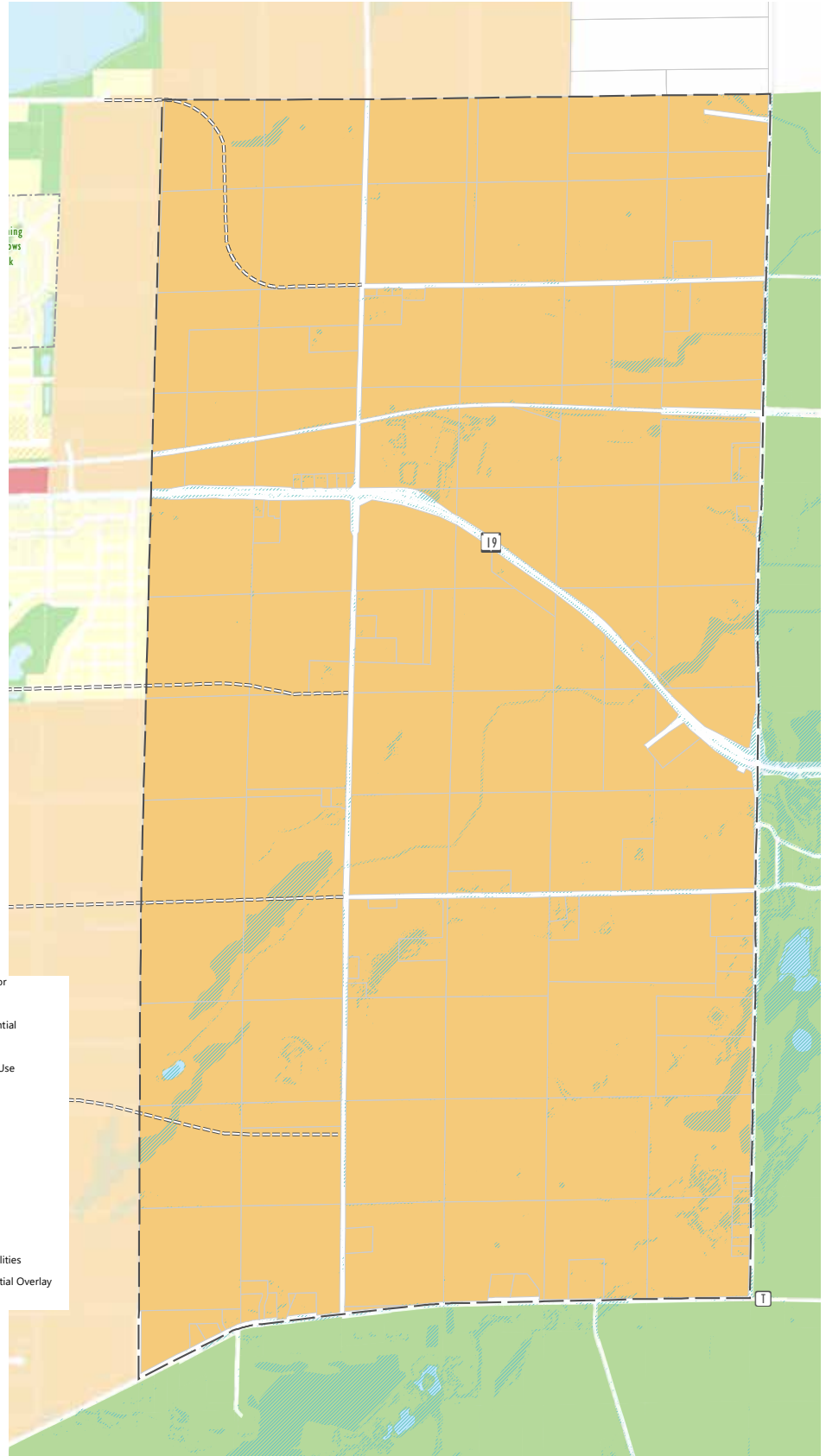
The Near Eastside conceptual plan includes undeveloped lands in the northern section of this planning area (as well as portions of the East Central planning area). As illustrated, it suggests primarily residential uses with most of the area dedicated to single-family housing with some mix of small multi-unit buildings. There are a few areas identified as preferred locations for high-intensity multi-unit residential (HIR overlay). A full mix of residential neighborhood types are encouraged within this area. As shown, TND/hybrid neighborhoods are envisioned in the center of this district with conventional/conservation development to the west. There is a neighborhood mixed use node along CTH N north of Bailey Road.

East Planning Area



Planning Area Boundary: USH 151 to the north, Twin Lane Road to the east, CTH T to the south, and between Town Hall Drive and CTH VV to the west.

Existing Land Use(s): Agriculture and rural housing uses.



- Future Arterial/Collector
- Future Land Use (2019)**
- Neighborhood Residential
- General Commercial
- Neighborhood Mixed Use
- Community Mixed Use
- Downtown Mixed Use
- Employment
- Industrial
- Institutional & Utilities
- Parks & Open Space
- Rural Lands
- Urban Reserve
- Water/Stormwater Facilities
- High-Intensity Residential Overlay

NR

Neighborhood Residential

NR areas provide a mix of housing types, civic uses (e.g., place of worship, social service clubs, etc.), and daycare facilities. Most of the area designated as **NR** is or will be used for single family homes, but a variety of other housing types are appropriate within this designation, including duplex, town home, and small multi-unit formats (up to 8 units in a building). More intensive multi-unit housing, i.e. buildings with more than 8 units, may also be compatible within **NR** areas. Specific locations for such housing are designated and policies are provided to guide their occasional use elsewhere in **NR** areas.

The purpose of the **NR** designation is to achieve neighborhoods with a mix of housing types while also ensuring compatibility between differing housing types and forms. The following policies include design guidelines to ensure compatibility.

1. **NR** areas will have both rental and owner-occupied housing, and provide housing options for people of all ages.
2. Housing will be one to three stories in height with residential densities in most places of 3-20 units per acre (net density, excluding streets, parks, outlots, etc.).
3. In new neighborhoods, the creation of a detailed neighborhood plan and/or Planned Development zoning is strongly encouraged to identify specific locations for various housing types and densities.
4. In existing neighborhoods, the creation of a detailed neighborhood plan is encouraged to provide site-specific guidance for any proposed infill or rede-

velopment.

5. When integrating housing forms other than single-family detached, whether in new or existing neighborhoods, the following policies should inform neighborhood design and/or infill redevelopment design and approval. As more detailed neighborhood plans are prepared and adopted for specific neighborhoods (either new or existing), additional site-specific designations in those plans may supersede these policies.
 - a. Accessory dwelling units should be permitted in any single family housing district. The zoning ordinance will be updated to include specific design standards for such units, including setback, height and area regulation, as well as provisions regarding owner-occupancy.
 - b. Duplex units are appropriate just about anywhere within a neighborhood, as follows:
 - i. On any corner lot, if each unit faces and is addressed to a separate street and meets the standard setback requirements and pattern typical along the street.
 - ii. In the middle of a block between single family detached homes, if substantially similar to other homes along the street in massing, architectural character, total garage stalls, and driveway width. [needs discussion - affordability vs character and parking]
 - iii. As a transitional use when facing or next to a more intensive institutional, residential or commercial use. In this case

there should be some general consistency of form and style with other homes in the neighborhood, but also more flexibility in design as compared to sites surrounded by single family homes.

- c. Townhomes or rowhouses with up to 6 contiguous units are appropriate in any neighborhood, as follows:
 - i. When facing or adjacent to a commercial use, large institutional use, or residential use of equal or greater intensity.
 - ii. When facing a public park or permanent green space
- d. Small multi-unit buildings with up to 8 units per building may be appropriate in any neighborhood, evaluated on a case-by-case basis, if ALL of the following apply:
 - i. As a transitional use, if any of the facing or adjacent uses are commercial, large institutional, or residential of equal or greater intensity.
 - ii. Where facing or adjacent to single-family homes along the same street, the setbacks will be no less than the minimum allowed in the facing or adjacent single-family zoning district and the buildings will employ architectural techniques to reduce the apparent size of the building (see the Residential Compatibility Standards in this chapter).
 - iii. There must be off-street parking consistent with City ordinance and also on-street parking adjacent to the lot to accommodate visitors.

iv. If approved through the Planned Development (PD) zoning process.

e. Larger multi-unit buildings with 9+ units or exceeding 20 units per acre have a place in balanced neighborhoods. These more intensive forms are generally most appropriate close to major streets, mixed-use areas, or commercial/employment areas to provide convenient, walkable access to transit, shopping, restaurants, and other amenities. This plan identifies specific sites for such housing. Properties that are either already intensely developed, or are suitable for more intensive development, have been identified as **High-Intensity Residential (HIR)** Overlay on the Future Land Use Maps, and additional policies apply. See the High-Intensity Residential Overlay section in this chapter.

Development exceeding 20 units per acre may sometimes be acceptable in **NR** areas not designated with the **HIR** overlay if ALL of the following apply:

- i. The development is not facing or adjacent to single family homes.
- ii. There is adequate parking off-street and on-street adjacent to the development to meet the needs of the development without reducing on-street parking availability in front of other uses.
- iii. If approved through the Planned Development (PD) zoning process.
- iv. If consistent with the Residential Compatibility Standards on Page 9-17.

6. Within most neighborhood areas there should be on-street parking available for use by residents and visitors, typically adjacent to each parcel, to accommodate parking for visitors. Excessive driveway and curb cut widths that eliminate on-street parking space in front of a home should be avoided whenever possible because it reduces the flexibility of the street to accommodate fluctuating parking demand and also because it results in snow storage problems in the winter. A maximum curb cut width of 20 feet is encouraged, even if the driveway widens on the parcel. Use of shared driveways and/or alleys is also encouraged.

Potentially Acceptable Zoning Districts (in the current zoning ordinance)

- Suburban Residential - 4 (SR-4)
- Mixed Residential - 8 (MR-8)
- Urban Residential - 12 (UR-12)
- Planned Development (PD)

The images below show examples of bad to good quality housing. See the next page for design techniques that utilize best planning and design practices.

BAD DESIGN



BAD DESIGN



GOOD DESIGN



GOOD DESIGN



BEST PRACTICE DESIGN STRATEGIES

The images and text below describe design strategies for single-family, duplex and multi-unit buildings.

SINGLE-FAMILY & DUPLEX UNITS

A. Building setbacks will vary according to building type and lot size but should generally be consistent within a given block.

B. Homes should be designed with architectural details that provide visual interest and human scale for the street and the neighborhood. The mix of architectural themes or styles should generally be consistent within a neighborhood or development, but there should be variation in floor plan, facade design, and color choice to avoid monotony. Overly complicated rooflines with multiple pitches and hips and/or excessive gables can negatively impact a street and should be discouraged (see bad and better design examples on the previous page).

C. Utilize low fences, hedges or other landscaping to establish a layer of privacy behind a sidewalk and residence, if a sidewalk is present.

D. Incorporate covered front porch or at least a raised stoop, preferably covered and constructed with materials that relate to the overall design of the home.

E. Decorative fencing and/or landscaping that visually defines the single family lot at the street edge are encouraged.

F. Consider garage location and scale to avoid a “garage-scape” street appearance. Garages should extend no further than the front facade of the residence. If this is not feasible, garages should be turned 90 degrees with windows provided on the side of the garage facing the street.



MULTI-UNIT BUILDINGS

A. The front door should face the street and there should be a clear route to the door from the street or sidewalk.

B. The mix of architectural themes or styles should generally be consistent within a neighborhood or development, but there should be variation in floor plan, facade design, and color choice to avoid monotony. When adjacent to lower density residential buildings, larger buildings should incorporate strategies to minimize the apparent size of the building, including flat roofs instead of pitched roofs, deeper setbacks for upper stories, and/ or variation in the depth of the setback along the building facade. Large, undifferentiated building walls and rooflines are strongly discouraged. Desired architectural details include projecting bays/porches and upper-level set-backs and offsets to the primary facade(s).

C. Building setbacks will vary according to building type and lot size but should generally not exceed 40 feet.

D. Utilize low fences, hedges or other landscaping to establish a layer of privacy behind the sidewalk.

E. Off-street parking is located in the side and rear yard.

F. Services areas and refuse containers should be located at the rear end of the site and screened from public view. Also ground mounted or wall mounted mechanical equipment shall be screened.

G. Garage doors facing the primary street is discouraged. If unavoidable, recess it from the front facade(s) to minimize their visual impact on the design.



HIR**High-Intensity Residential Overlay**

HIR overlay identifies properties or areas in the **Neighborhood Residential (NR)** future land use areas that are suitable for high-intensity residential development. The objective is to provide a mix of housing types to provide for balanced neighborhoods, while mitigating negative impacts to existing or planned low-intensity residential areas. For the purposes of this overlay, low-intensity residential includes single-family, duplex, small multi-unit buildings (up to 8 units) and rowhouse developments (up to 6 units). In general, high-intensity residential development is identified close to major streets, mixed-use areas, or commercial/employment areas to provide convenient, walkable access to transit, shopping, restaurants, and other amenities.

1. Properties identified in the **HIR** overlay can provide both rental and owner-occupied housing, and ideally provide options for people of all ages who wish to live within a neighborhood.
2. High-intensity residential development in the **NR** areas are expected to range 20-40 units per net acres (excluding streets, parks, outlots, etc.).
3. Intensive residential development will require special attention to the design where the use adjoins less intense residential development per the recommended Residential Compatibility Standards outlined on the next page, or as required in the City's zoning ordinance (should the ordinance be amended to include standards). Standards identified in the zoning ordinance shall supersede those outlined on the next page.

Potentially Acceptable Zoning Districts

- Planned Development (PD)

RESIDENTIAL COMPATIBILITY STANDARDS

A. Purpose. These standards provide a proper transition and compatibility between low-intensity residential development and more intense multi-unit residential, office and mixed use development. For purposes of this section, low-intensity residential development shall mean single-family, duplex, townhomes (6 or less units), and small multi-unit buildings (8 or less units).

B. Applicability. These residential compatibility standards shall apply to all new multi-unit residential, office and/or mixed use development of three-stories or larger and/or any development requiring a Planned Development (PD) zoning approval located on land abutting or across a street or alley from low-intensity residential.

C. Compatibility Standards. All development subject to this section shall comply with the following standards:

1. **Use Intensity.** In developments with multiple buildings with varying intensities, the development shall locate buildings with the least intense character (e.g., lower heights, fewer units) nearest to the abutting low-intensity residential development.
2. **Building Height.**
 - i. To ensure that new buildings are compatible in scale with surrounding properties, building height is limited to 4 habitable stories above ground level, with a maximum building height of 50 feet. Proposed buildings that exceed these height limitations can be considered on a case-by-case basis through either the PD zoning process or the Board of Zoning Appeals.
 - ii. The height of the proposed structure(s) shall not exceed 35 feet in height in the following locations:
 1. Within 50 feet of a single-family or duplex lot.
 2. Within 25 feet of any other low-intensity residential lot (i.e., structures with 3+ units).
3. **Bulk and Mass.** Primary facades abutting or across a street or alley from low-intensity residential development shall be in scale with that housing by employing the following strategies:
 - i. Varying the building plane setback a minimum of 2 feet at an interval equal or less than the average lot width of the applicable low-intensity residential uses. *For example, if a block of single-family lots is across the street from the development with an average lot width of 50 feet, the applicable facade shall vary its building plane, at a minimum, every 50 feet.*
 - ii. Providing a gable, dormer, or other change in roof plane at an interval equal or less than the average lot width of the applicable low-intensity residential uses. *For example, if a block of single-family lots is across the street from the development with an average lot width of 50 feet, the applicable roofline shall vary, at a minimum, every 50 feet (measured at the roof eave).*
4. **Roof Pitch.** The roof pitch of new residential buildings shall range between 4:12 and 12:12. The roof pitch of porches shall not exceed that of the residential building to which it is attached.
5. **Architectural Features.** At least 2 of the following categories of architectural features shall be incorporated into street-facing facades:
 - i. Porches or porticos
 - ii. Balconies
 - iii. Dormers
 - iv. Gables
 - v. Bay Windows
 - vi. Door and Window Ornamentation which may include surrounds, pediments, lintels and sills, hoods, and/or shutters.
6. **Windows.** Windows are required to make up 15% of the total surface area of street-facing facades.
7. **Entrances.** At least half of all first story dwelling units must be directly accessible from an entrance located on a street-facing façade.
8. **Garages.** Attached garages shall not face or open towards the street. If this is not attainable, garages shall be sufficiently screened and face the street with the highest intensity of adjacent uses (if on a corner lot).
9. **Parking.** Parking areas that are visible from the street and located in the building front lot setback, shall provide buffering at a minimum height of 30 inches above the parking surface. Buffering can consist of landscaping, berms, fences/walls, or a combination of these.
10. **Refuse Areas.** Dumpsters shall be placed behind the building with opaque or semi-opaque screening (at a minimum, a chain link with fabric screening). If the refuse area cannot be placed behind the building, a wood fence or wall, at least 6 feet in height, shall be required. Additional landscaping around trash enclosures is encouraged.