



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

DATE: WEDNESDAY, APRIL 24, 2019

TIME: 6:00PM

**LOCATION: MUNICIPAL BUILDING
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), Steve Tremlett (MSA)

2. APPROVAL OF THE MINUTES

A. Motion to approve the March 27, 2019 minutes: Kuehl (1st), Stempski (2nd)/ approval by voice vote.

3. OLD BUSINESS

A. None

4. NEW BUSINESS

A. CHECK-IN ON SCHEDULE AND PROCESS

a. 3 neighborhood forums/open houses scheduled next week; Tues 4/30 at Westside Elementary; Wed 5/1 at Meadow View; and Saturday 5/4 Farmer's Market. 2 steering committee meetings next month – 5/8 and 5/22. June 26 meeting if necessary. Public hearing July 9 at Plan Commission. July 23 at Council – tentative. The previously scheduled joint COW/PC/Council meeting for 5/21 moved up to 5/14 at 5:30. Forums/Open houses will have brief presentation with open house. The chapter doesn't reference issues and opportunities discussed with the Sun Prairie Area School District (SPASD), but they have and the plan will be amended to add a section reflecting that.

B. DISCUSS INTERGOVERNMENTAL COOPERATION

a. The City has had discussions with neighboring jurisdictions including the Village of Cottage Grove, the Town of Sun Prairie, and the Town of Burke. There is no boundary agreement with the Town of Sun Prairie. Member Muller asked if someone from the town of Sun

Prairie wanted to annex, could they? Planner Kugler said it depends on the circumstances – is it a single lot? Is it contiguous to the City? If it's completely voluntary and all the property owners are on board, hard for the Town to deny the request. In the Town of Burke, the Cooperative Plan specifies an agreement between the entities for how roads and public facilities will be maintained. Some areas are designated as protected; some areas will come into the City before the town dissolves in 2037. How does the Town of SP discuss with us their Comprehensive Plan? Member Hidalgo asked about the Town of Sun Prairie's Comprehensive Planning process. Kugler said they will meet with the City – their last plan was done in 2005. Valerius included their plan is fairly conservative with limited growth. Member Hidalgo asked about the SPASD boundaries – do Madison residents attend SPASD? Kugler said there are areas on Madison's east side that go to SPASD – they pay taxes to SPASD. Member Rosseter said there are 10 different municipalities in SPASD school district. City of Madison's growth helps keep Sun Prairie taxes lower. Member Dettmer asked more about the agreements and plans with neighboring jurisdictions. Kugler gave a brief summary of the boundary agreement with the Town of Bristol for City growth north and the cooperative plan with the Town of Burke.

Planner Semmann asked if we should review the established boundaries of City review for right-of-way corridors in Goal 1 Policy 3. Member Lindsey suggested the City works with SPASD more often than one time per year as said in Goal 2 Action 5. Valerius passed around a sign up sheet for review of the Land Use and Intergovernmental Cooperation chapters.

C. DISCUSS STAGING PLAN AND NEIGHBORHOOD RESIDENTIAL POLICIES

- a. Neighborhood Residential (NR) land use is proposed to replace the current plan's Low-Density AND Mixed Residential. A "high intensity overlay" has been included on future land use map (FLU) to indicate larger density/multi-family over 20 units/acre. Discussion held on Section 5 – Design/location policies for:
 5. Accessory dwelling units
 6. Duplexes
 7. Townhomes
 8. 8-unit buildings
 9. 9+ unit buildings and 20+ units/acre

Discussion of the new Neighborhood Staging Plan. Member Ruth asked if the City denied a request in Stage 2, what happens if that property owner/developer decides to go to the town and plat with well and septic?

D. SMALL GROUP DISCUSSIONS

- a. 4 breakout areas - McCoy Farm, S. Bird St, Bailey Rd, Cheeseman area (South of 19/Windsor off 151)

E. REPORT OUT FROM SMALL GROUPS

5. DISCUSS NEXT MEETING DATE

- B. The next meeting date will be ? pm.

6. PUBLIC COMMENTS

- A. None

7. ADJOURNMENT

- A. Motion to adjourn the April 24, 2019 meeting of the Comprehensive Plan Steering Committee at 8:00 pm by Stempski (1st), Thomas (2nd) / approval by voice vote.

Recorder: Sarah Sauer

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

*Peter Dettmer
Drew Kuehl
Curt Klinkner
Bryant Stempksi
Stephanie Manthey*

*Erin Ruth
Theresa Stevens
Emily Lindsey
Angela Thomas
Dan Presser*

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: April 24, 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___	_____