



**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 (1<sup>st</sup>), Stevens (2<sup>nd</sup>) / 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*

*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: March 27, 2019

<b>Committee Members</b>	<b>Present</b>	<b>Absent</b>
Mayor Paul T. Esser - <b>Chairperson</b>	___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___	_____