



**OFFICE OF THE CITY CLERK**

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

DATE: **WEDNESDAY, MAY 8, 2019**

**TIME: 6:00 PM**

LOCATION: **COUNCIL CHAMBERS  
MUNICIPAL BUILDING  
300 EAST MAIN STREET  
SUN PRAIRIE, WI 53590**

**1. CALL TO ORDER AND ROLL CALL**

Committee Vice Chairperson Curt Klinkner called the meeting of the Comprehensive Plan Steering Committee to order at 6:08 pm. Attendance sheet attached.

Staff present: Scott Kugler, Tim Semmann, Sarah Sauer

Others Present: Jason Valerius (MSA)

**2. APPROVAL OF MINUTES**

A. Motion to approve the March 27, 2019 minutes: Hidalgo (1<sup>st</sup>), Muller (2<sup>nd</sup>)/ approval by voice vote.

**3. OLD BUSINESS**

**4. NEW BUSINESS**

**A. BID PRESENTATION REGARDING DOWNTOWN PLANNING**

Colleen Burke (BID Coordinator), Nicole Fulton (Nest Interior), Joe Van Tassel (Cannery Wine and Tasting Room)

Trash enclosures, Seating on Sidewalks, pedestrian bump outs (corners and midblock), Signage, lighting for pedestrians, bike-friendly environment.

**B. REVIEW OF PROJECT SCHEDULE**

May 14 - COW/Joint PC/Council Meeting, May 22 Complete Plan, Recommendation. Public Hearing draft released during the first couple of weeks of June. June 26 steering committee if necessary. July 9 – Plan Commission public hearing and resolution. Tentative adoption of plan on July 23. Member Manthey asked if an electronic copy would be available. Valerius stated the plan chapters are up on the City's website.

C. **REPORT OUT FROM GROUPS REVIEW CHAPTERS 5, 9**

Feedback from Ch. 10, Intergovernmental cooperation - question that sticks out is how do we achieve sustainable development patterns? Member Hooser asked what the current relationship with the Town of Sun Prairie is. Kugler stated discussions are cordial and friendly – long term goals are different. City's long term is to grow east when west becomes built out. Town goals are to preserve agriculture land. Actions are added in the plan for developing relationships. Members asked that Actions be listed under each associated goal/policy instead of being grouped and listed at the end of each chapter.

Ch. 9 land Use Group – how can City encourage neighborhood commercial? i.e. Smith's Crossing. Kugler explained his belief that as Prairie Lakes developed to the north, commercial interest in SC was low. In the case of Liberty Square – housing supply hasn't grown enough to support it. Other questions – how are the outcomes of small group discussions for Ch. 9 being included in the revised plan chapters?

Can add note under the Active Transportation Plan the downtown bike network presented by the BID.

Valerius presented the results. Committee recommended removing the Thompson Road overpass from the plan and to keep Employment along McCoy Rd with a note indicating Residential is not immediately desired along the highway but reasonable further back. With Bailey Rd, committee favors the Industrial FLU west of Bird. On Windsor St/Communications Dr, committee favored mixed-use south on Broadway next to highway, with the same note as SC – that residential be further from the highway, along Broadway. Keep pedestrian crossing on plan over the highway. Discussion around Bird and Linnerud whether to keep Industrial or transition more to Residential. Committee favors maintaining as is in the current plan with a note opening the area up to Residential.

D. **DISCUSSION – PUBLIC MEETING FEEDBACK**

Roughly 120 people (from sign-in sheets) across 3 meetings. 42 comment forms filled out (available on the website as a survey – open until 5/20). 20 minute presentation at the first two meetings followed by an open house. Saturday morning was all open house. Summary of written comments – people are not happy about construction of more multi-family housing (explicitly calling out low-income housing and big buildings as least desirable). Endorsing balanced neighborhoods, affordability, attracting higher paying employers. Transportation issues are less controversial – sidewalk policy was 50/50. Several people concerned over loss of agriculture/open/reserve space. Concern about taxes going up due to growth. MSA staff suggests keep promoting the plan even after it's adopted to keep people aware that there is a plan.

E. **DISCUSSION – PLAN IMPLEMENTATION STRATEGIES**

Elected officials and staff should be on board with the plan. Should staff and Plan Commission be designated for annual reports on implementation and enforcement of the plan? Potential for a smaller committee to be created in 2020 (estimated) to evaluate the plan. How frequently should amendments be considered? Further conversation to be held at the next meeting.

F. **DISCUSSION – ACTION PLAN PRIORITIES**

To be discussed at the next meeting.

5. **DISCUSS NEXT MEETING DATE**

Next meeting will be May 22 at 7 pm. Committee should prepare top 3 priorities for discussion.

6. **PUBLIC COMMENTS**

None

7. **ADJOURNMENT**

- A. Motion to adjourn the May 8, 2019 meeting of the Comprehensive Plan Steering Committee at 8:17 pm by Hidalgo (1<sup>st</sup>), Stempski (2<sup>nd</sup>) / approval by voice vote.

Posted: May 3, 2019

Posted: Sun Prairie City Hall  
300 East Main Street

Sun Prairie Public Library  
1350 Linnerud Drive

Sun Prairie Utilities  
125 West Main Street

*Jorge Hidalgo  
Bryant Stempski  
John Muller  
Janet Rosseter*

*Don Hooser  
Peter Dettmer  
John Schulze*

*Curt Klinkner  
Stephanie Manthey  
Terrell Outlay*

*Recorder: Sarah Sauer*

*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: May 8, 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___