

MEETING NOTICE

REGIONAL COMPREHENSIVE PLANNING COMMITTEE

COMMITTEE MEMBERS: *Merlin Gentz - Calumet Co., Rick Jaeckels – Calumet County, Brian Kolstad – Fond du Lac Co., Kevin Sturn – Outagamie Co., Michael Thomas – Outagamie Co., Lori Palmeri – Winnebago Co.,*

Please contact our offices at least 48 hours in advance if you are unable to attend or arrange for an alternate as a quorum is needed to conduct Committee business.

DATE: Wednesday, April 15, 2020
TIME: 10:00 a.m.
PLACE: General Public Can Participate via our Web Access:
<https://attendee.gotowebinar.com/register/7952059924107489294>

After registering, you will receive a confirmation email containing information about joining the meeting.

General public attendees can use their computer mic & speakers or telephone by dialing:

Conference Call Number: +1 (213) 929-4232
Access Code: 263-144-060

We strongly recommend registering in advance of the meeting and testing your connection to avoid any problems. Connection issues can be emailed to the Interim Executive Director, Melissa Kraemer Badtke at mbadtke@ecwrpc.org.

AGENDA

- 1) Welcome & Introduction
- 2) Statement of Compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 Open Meetings
- 3) Pledge of Allegiance
- 4) Approval of Agenda / Motion to Deviate
- 5) Approval of January 15, 2020 Regional Comprehensive Planning Committee Meeting Summary of Proceedings (**Attachment #1**)
- 6) Public/Guest Comment

ECWRPC Regional Comprehensive Planning Committee
April 15, 2020
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7) Announcements & Events

- a) Mini-Conference: Friday, April 24, 2020 - Cancelled
- b) Quarterly Commission and Annual Commission Meeting: Friday, April 24, 2020 at 10:00 a.m.
- c) Other

8) Action Items

- a) ECWRPC Support for Accessory Dwelling Units (ADUs) (**Attachment #2**)

9) Informational Items

- a) GIS & Technology Updates (Mike Z.)
- b) Update on Health & Planning Program Activities (Tom B.)
 - i) Wisconsin Public Health Association (WPHA) Board
- c) Neighborhood Partners / Gappers Network (Kathy T.)
- d) Update on completed Statutory Housing Affordability and Housing Fee Reports and Information Sessions (Kathy T.)
 - i) Regional Housing Fee Report
 - ii) Regional Housing Affordability Report
- e) Comprehensive Plan Updates (Kathy T., Tom B.) (**Attachment #3**)
 - i) V. Winneconne
 - ii) C. New Holstein
 - iii) T. Algoma
 - iv) T. Oakfield
 - v) T. Eldorado
 - vi) V. North Fond du Lac
 - vii) T. Alto
 - viii) T. Caledonia
 - ix) T. Lessor
 - x) C. Shawano
 - xi) Other Pending

10) ECWRPC Steering Committee Report

11) County Roundtable Discussion / Updates

12) Next Meeting & Agenda

- a) Wednesday, July 15, 2020

13) Adjourn

Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.

SUMMARY OF PROCEEDINGS

Regional Comprehensive Planning Committee
East Central Wisconsin Regional Planning Commission
10:00 a.m. – 440 Ahnaip Street, Suite 100, Menasha, WI

January 15, 2020

Committee Members Present

Merlin Gentz, Chair	Calumet County
Mike Thomas, Vice Chair	Outagamie County
Rick Jaeckels	Calumet County
Kevin Sturn	Outagamie County

Committee Members Excused

Brian Kolstad	Fond du Lac County
Lori Palmeri	Winnebago County

Staff Present

Eric Fowle	ECWRPC Staff
Kathy Thunes	ECWRPC Staff
Tom Baron	ECWRPC Staff
Mike Zuege	ECWRPC Staff
Melissa Kraemer Badtke	ECWRPC Staff

1. Welcome & Introductions

The meeting was called to order at 10:00 a.m. by Mr. Gentz. Mr. Gentz welcomed everyone to the meeting. Introductions were made.

2. Statement of Compliance with Open Meetings Law

Mr. Fowle affirmed that the meeting notice was posted in accordance with requirements and that a quorum of members is present.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval of Agenda / Motion to Deviate

A motion was made by Mr. Sturn and seconded by Mr. Thomas to approve the agenda as presented. Motion passed unanimously.

5. Approval of October 16, 2019 Regional Comprehensive Planning Committee Meeting Summary of Proceedings

A motion was made by Mr. Sturn and seconded by Mr. Thomas to approve the October 16, 2019 summary of proceedings. Motion passed.

6. Public/Guest Comment

None

7. Announcements/Informational Items

a) January Quarterly Commission Meeting – January 31, 2020

Mr. Fowle mentioned that the January Quarterly Commission meeting will be held on Friday, January 31st at the Kaukauna Public Library. He reminded Commissioners that a quorum will be needed to approve the 2020 Work Program.

b) Other

Mr. Fowle informed Commissioners that Outagamie County is updating their comprehensive plan. On behalf of the Commission, Mr. Raith attended yesterday's public hearing on the plan. Comments submitted by the Commission prior to the public hearing.

Ms. Kraemer-Badtke mentioned the Wisconsin Department of Health Services successful in securing a CHOICES (Childhood Obesity Intervention Cost Effective Study) project grant for 2020. Wisconsin DHS will be working with the Commission along with partner organizations to look at the cost effectiveness of the Regional Safe Routes to School program and the cost effectiveness of the out of school time activities for children.

8. Action Items

a) Review & Discussion of Preliminary Draft ECWRPC 2020-2023 Strategic Plan

Mr. Fowle directed everyone's attention to the Preliminary Draft ECWRPC 2020-2023 Strategic Plan and stated that the Steering Committee is looking for some good feedback. The Steering Committee is planning on bringing the Strategic Plan to the full Commission in April.

The Steering Committee is looking for direction from Commissioners as to where the Commission should go. What should the priorities be and what programs, if any, should the Commission consider eliminating. Mr. Fowle pointed out that the responses from the October, 2019 survey of Commissioners seemed to be geographic in nature. Therefore programs that impacted Commissioners in their individual counties/communities were more likely to be supported, than programs that did not touch their county/community. He felt that for the most part, all programs had some support. He also expressed his disappointment that only about half of the Commissioners participated in the survey. A lengthy discussion on the topic ensued. It was mentioned that perhaps the Commission should be finding better ways to communicate. When pushed to identify programs for elimination under the RCP work program elements, the neighborhood work was mentioned. When asked to look at the entire work program and focus on other areas, the Heritage Parkway and Navigation System, mini-conferences and open space and recreation was identified. Commissioners expressed their desire to see that completed work receive a review so that project satisfaction can be determined.

- b) Approval of the draft 2020 Work Program & Budget: 1100, 1700, 1800, 2000 & 3000 Elements

Mr. Fowle directed everyone's attention to the work program that was distributed prior to the meeting and work element 1800 that was distributed today. There was no discussion. A motion was made by Mr. Thomas and seconded by Mr. Gentz to approve the 2020 Work Program & Budget: 1100, 1700, 1800, 2000 and 3000. Motion passed unanimously.

- c) ECWRPC Support for Accessory Dwelling Units (ADUs)

A motion was made by Mr. Thomas and seconded by Mr. Jaeckels to push this agenda item to the next meeting. Motion passed unanimously.

9. Informational Items

- a) GIS & Technology Updates

Mr. Zuege explained that he has downloaded the latest ACS information and is working with Staff to organize these files so that they can easily be accessed by Staff developing local comprehensive plans.

- b) Update on Health & Planning Program Activities

- i) Wisconsin Public Health Association (WPHA) Board

Mr. Baron stated that he was in his second year on the WPHA Board.

- c) Neighborhood Partners / Gappers Network

Ms. Thunes and Mr. Fowle mentioned some of the impacts that the Neighborhood Partners program is having on neighborhoods in the region. It was also mentioned that this program has expanded into the City of Waupaca. A meeting of the Gappers Network is scheduled for next week. The purpose of the Gappers Network is to support the neighborhood effort and to educate and inform those individuals working in the Gap between the institutions they work for and neighborhoods about how to support neighborhoods.

- d) Update on completed Statutory Housing Affordability and Housing Fee Reports

Mr. Fowle said that the Commission assisted 12 communities in the development of a Statutory Housing Affordability Report and a Housing Fee Report. Per state statutes, these reports are required to be completed and posted online by December 31st for cities and villages with population of 10,000 or more. Towns are not required to complete these reports. It is hoped that all 12 communities will again contract with the Commission to complete the reports this year. In order to be proactive, the Commission and the 12 communities are planning on hosting two sessions on February 20, 2020 with realtors and developers in the Fox Cities and Fond du Lac areas. A summary of the documents will be presented at these two sessions. The Commission is currently working on developing two regional reports that are a summary of the individual reports. The Commission will also be looking at updating the Residential Development Policies report later this year. This report was completed many years ago and has received a lot of positive feedback.

e) Comprehensive Plan Updates

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|---------------------------------|--|
| i) <i>V. Winneconne</i> | vii) <i>T. Alto</i> |
| ii) <i>C. New Holstein</i> | viii) <i>T. Caledonia (new for 2020)</i> |
| iii) <i>T. Algoma</i> | ix) <i>T. Lessor (new for 2020)</i> |
| iv) <i>T. Oakfield</i> | x) <i>C. Shawano (new for 2020)</i> |
| v) <i>T. Eldorado</i> | xi) <i>Other Pending</i> |
| vi) <i>V. North Fond du Lac</i> | |

Mr. Fowle mentioned that a staff report has been prepared for this agenda item. He also stated that the Village of Winneconne, City of New Holstein and the Town of Oakfield are nearing the end of the projects. Ms. Thunes stated that the Town of Oakfield has scheduled a February 24, 2020 public hearing on the plan. Mr. Jaeckels said that there may still be interest by the City of Chilton to complete a plan update next year.

10. ECWRPC Steering Committee Report

Mr. Fowle directed everyone's attention to the handout in the packet.

11. County Roundtable Discussion / Updates

No further discussion.

12. Next Meeting

- a) Wednesday, April 15, 2020 at 10:00 a.m.

15. Adjourn

A motion was made by Mr. Sturn and seconded by Mr. Thomas to adjourn. Meeting adjourned by consensus at 12:10 p.m.

Incentivizing Investment in Accessory Dwelling Units

(Excerpts from a grant proposal)

15 February 2019

How a Humble “Granny Flat” Inspired the “Incentivizing Investment in ADUs Initiative”

Granny flats are one example of a housing strategy formally known as Accessory Dwelling Units (ADUs). Other examples are attic apartments, carriage houses, garage apartments, in-law suites, etc. A compelling body of research documents the social, economic, & environmental benefits of this housing strategy, e.g. reports from HUD, AARP, and the Urban Land Institute.

This initiative began as a grassroots effort to reduce code barriers to ADUs in Madison WI. It is now a multi-state, multi-sector partnership focused on three mutually reinforcing barriers to ADUs that cannot be overcome with state & local policies alone: 1. Lack of technical resources for homeowners; 2. Municipal codes that discourage ADUs; & 3. National housing finance policies, specifically Fanny Mae.

The “Incentivizing Investment in ADUs Initiative” is in the process of:

- Producing materials for a website, including detailed plans for ADUs that can be downloaded & modified to meet local codes & specific needs.
- Developing professional education programs for municipal officials focused on the public participation, administrative, and legal processes involved in updating local ordinances to incentivize homeowners to add ADUs.
- Facilitating multi-sector partnerships & outreach to Fannie Mae.

Research suggests that a significant increase in ADUs will:

- Reduce development pressures on natural & cultural resources.
- Increase housing choice near employment centers for service workers.
- Increase housing choice for multi-generational families.
- Increase walking & reduce commuter hours/CO emissions.
- Increase access to goods & services for people who are mobility challenged/are not car owners.
- Increase opportunities for seniors to “age-in-place” and “age-in-community.”
- Help revitalize & preserve historic neighborhoods.
- Increase walk-in patronage of small local/minority owned business.
- Support generational transition of family farms.
- Increase access to housing for farm workers.
- Reduce development pressures on agricultural land.
- Increase employment and small business start-ups in the residential construction industry.

Current Partners and Supporters:

US Senator Tammy Baldwin

Carlton Eley, USEPA Office of Environmental Justice, DC

Andrew Jakabovics, VP, Policy Development, Enterprise Community Partners, DC

Bill Garber, Government Relations, Appraisal Institute, DC

Martin Brown, Housing Policy Consultant, Portland OR

Dr. Dana Cuff, Director, CityLAB & Professor, UCLA

Bryan Bell, Director, Design Corps & Professor NCSU

Jamie Horwitz, PhD, Associate Professor, Iowa State University

Kol Peterson, Architect, Builder, Author, Portland OR

John Infranca, Professor, Suffolk University, Boston MA

Dan Pitera, Professor, University of Detroit Mercy

Kurt Paulson, Professor, University of Wisconsin

Current Wisconsin Partners:

WI Chapter of the American Planning Association

WI Bankers Association

WI Builders Association

WI Chapter of the National Association of the Remodeling Industry-Madison

WI Realtors Association

Wisconsin Chapter of the Appraisal Institute

Wisconsin Chapter of AARP

Dane County Department of Planning

Capital Area Regional Planning Commission

University of Wisconsin Extension

City of Madison Department of Planning

STAFF REPORT

To: **Regional Comprehensive Plan Committee**
From: **Kathy Thunes, Tom Baron, ECWRPC**
Date: **4/1/20**

Subject: **Current Comprehensive Plan Update contracts**
Attachments: **None**

BACKGROUND

This staff report provides guidance in preparing for the Regional Comprehensive Plan committee meeting. It is a summary of current Comprehensive Plan Updates that East Central has contracts with.

City of New Holstein, Calumet County

Project Lead: Tom Baron
Start Date: 2/1/18
Completion Date: 7/31/19
Current Status: In Progress

Project completed and printed.

Village of Winneconne, Winnebago County

Project Lead: Tom Baron
Start Date: 2/1/18
Completion Date: 7/31/19
Current Status: In Progress

Project completed and in final formatting.

Town of Algoma, Winnebago County

Project Lead: Kathy Thunes
Start Date: 3/1/18
Completion Date: 6/30/20
Amended Completion Date: 7/31/20
Current Status: In Progress

Completed

- Citizen Participation Plan Completed
- On-Line Mapping Portal/Survey Developed and Administered
- Maps updated for eight elements.
- SWOT analysis and other issues and opportunities activities completed with Plan Commission.

- Issues and Opportunities element background appendix and chapter (First Draft)
- Agricultural, Natural and Cultural Resources element background appendix and chapter (First Draft)
- Housing element background appendix and chapter (First Draft)
- Economic Development element background appendix and chapter (First Draft)
- Transportation element background appendix and chapter (First Draft).
- Utilities and Community Facilities background appendix and chapter (First Draft)
- Land Use background element appendix and chapter (First Draft)
- Intergovernmental Cooperation element background appendix and chapter (First Draft)
- Capacity Management Study data collection and analysis

Remaining

- Issues and Opportunities element background appendix and chapter draft finalization
- Agricultural, Natural and Cultural Resources element background element and chapter draft finalization
- Housing element background appendix and chapter draft finalization
- Economic Development element background appendix and chapter draft finalization
- Transportation element background appendix and chapter draft finalization
- Utilities and Community Facilities background appendix and chapter draft finalization
- Land Use background element appendix and chapter draft finalization
- Intergovernmental Cooperation element appendix and chapter draft finalization
- Town Improvement Program finalization
- Capacity Management Study
- Framing concepts (Goals update)
- Future Land Use map
- Intergovernmental Cooperation meeting.
- Final review of plan update by Comprehensive Plan Update Committee.
- Plan adoption.

Town of Oakfield, Fond du Lac County

Project Lead: Kathy Thunes

Start Date: 1/1/2019

Completion Date: 5/31/2020

Current Status: Completed

Project delivered

Town of Eldorado, Fond du Lac County

Project Lead: Kathy Thunes

Start Date: 1/1/2019

Completion Date: 5/31/2020

Current Status: In Progress

Completed

- Public Participation Plan
- Public Visioning Workshop and Analysis

- Appendix A: Issues and Opportunities
- Appendix B: Land Use (Existing –First Draft)
- Appendix C: Economic Development
- Appendix D: Housing
- Appendix E: Transportation and maps
- Appendix F: Utilities and Community Facilities and maps
- Appendix G: Agricultural, Natural and Cultural Resources and maps
- Appendix H: Intergovernmental Cooperation
- Chapter 3: Issues and Opportunities
- Chapter 4: Land Use (Existing)
- Chapter 5: Economic Development
- Chapter 6: Housing
- Chapter 7: Transportation
- Chapter 8: Utilities and Community Facilities
- Chapter 9: Agricultural, Natural and Cultural Resources
- Chapter 10: Intergovernmental Cooperation

Remaining

- Chapter 1: Introduction
- Chapter 2: Framework and Implementation – in process
- Chapter 4: Land Use (Future) and Appendix B – in process
- Future Land Use Map
- Intergovernmental Meeting
- Adoption

Village of North Fond du Lac, Fond du Lac County

Project Lead: Tom

Start Date: 1/1/2019

Completion Date: 6/31/2020

Current Status: In progress

Completed

- Kickoff meeting with village staff
- Online visioning development
- Public Participation Plan
- Draft project maps
- Chapter 3: Issues and Opportunities
- Chapter 6: Housing
- Chapter 1: Introduction
- Chapter 2: Framework and Implementation
- Chapter 5: Economic Development
- Chapter 7: Transportation
- Chapter 8: Utilities and Community Facilities
- Chapter 10: Intergovernmental Cooperation
- Chapter 4: Land Use
- Chapter 9: Agricultural, Natural and Cultural Resources

Remaining

- Goals update
- Future Land Use Map
- Intergovernmental Meeting
- Adoption

Town of Alto, Fond du Lac County

Project Lead: Kathy Thunes

Start Date: 6/1/2019

Completion Date: 10/30/2020

Current Status: In Progress

Completed

- Project Initiation
- Kickoff meeting with Town Plan Commission
- Public Participation Plan
- Draft project maps
- Chapter 1: Issues and Opportunities
- Chapter 2: Housing
- Chapter 3: Transportation (first draft)
- Chapter 4: Utilities and Community Facilities (first draft)
- Chapter 5: Agricultural, Natural and Cultural Resources (first draft)
- Chapter 6: Economic Development
- Chapter 7: Intergovernmental Cooperation
- Chapter 8: Land Use
- Chapter 9: Implementation

Remaining

- Future Land Use map
- Adoption

Town of Caledonia, Waupaca County

Project Lead: Kathy Thunes

Start Date: 1/1/2020

Completion Date: 5/31/2021

Current Status:

Completed

- Public Participation Plan
- Community Survey Analysis Report
- Appendix A: Issues and Opportunities
- Chapter 3/Appendix A: Issues and Opportunities (first draft)
- Chapter 5/Appendix C: Economic Development (first draft)
- Chapter 6/Appendix D: Housing (first draft)
- Transportation maps (first draft)
- Agricultural, Natural, Cultural Resources maps (first draft)

Remaining

- Chapter 1: Introduction
- Chapter 2: Framework and Implementation
- Chapter 4/Appendix B: Land Use
- Chapter 7/Appendix E: Transportation
- Chapter 8/Appendix F: Utilities and Community Facilities/maps
- Chapter 9/Appendix G: Agricultural, Natural and Cultural Resources
- Chapter 10/Appendix H: Intergovernmental Cooperation
- Future Land Use Map
- Intergovernmental Meeting
- Adoption

Town of Lessor, Shawano County

Project Lead: Kathy Thunes

Start Date: 2/1/2020

Completion Date: 9/30/2020

Current Status: In Process

Completed

- Project Initiation materials

City of Shawano, Shawano County

Project Lead: Tom Baron

Start Date: 2/1/2020

Completion Date: 9/30/2021

Current Status: Not started

Completed

- Project Initiation with local staff