

**Madison County Plan Commission Meeting  
August 24, 2016**

**Members Present:**

Todd Shaw  
Mike Busch  
Lori Daiber  
Charlie Yancey  
Don Grimm  
Kelly Simpson  
Kevin Limestall

**Members Absent:**

Matt Pfund  
Megan Riechmann

**Others Present:**

Matt Brandmeyer  
Toni Corona  
Stephen Ibendahl  
Andi Campbell Yancey  
Breana Lamb

**Call of Meeting to Order:**

Chairwoman Lori Daiber called the meeting to order at 6:00 PM.

**Approval of Minutes:**

Kevin Limestall made a motion to approve the minutes from June 29, 2016. Seconded by Don Grimm. Voice vote. All ayes. Motion approved.

**Citizens Wishing to Address the Commission:**

None.

**Old Business:**

None.

**New Business:**

Matt Brandmeyer and Stephen Ibendahl briefly recapped the Stakeholder Luncheon, which took place on July 20, 2016. Matt explained that he did not extend a luncheon invitation to the entire Commission due to OMA concerns. He instead decided to invite two members to attend the luncheon on the Commission's behalf, stating that Mike Busch and Lori Daiber were each available. Matt stated that there were about 20 attendees and that all the major municipalities within the County were represented, but that the HBA and Realtor's Association were not present. Matt stated that the lack of affordable housing stock was a recurring theme of discussion throughout the luncheon. Stephen Ibendahl stated that the meeting presentation went well and that there was a lot of good dialogue and discussion throughout the meeting. Stephen stated that he received a lot of positive feedback and that, at this point, most everyone appears to be on board with the direction the plan is heading.

Stephen Ibendahl then presented a PowerPoint presentation to the Commission.\* The presentation began with a list of common themes and issues that emerged from the July stakeholder meeting. Stephen explained that there is a desire for consistent standards throughout the County – even within municipalities. Matt stated that Mayor Patton suggested implementing a procedure similar to the “mile and a half rule” utilized for subdivision regulation for zoning administration

\*The PowerPoint Presentation is available at the Planning and Development Department. Please inquire with Andi Yancey.

(especially in high-growth areas). Matt stated that this could be established through an inter-governmental agreement and would ensure that municipalities are getting what they desire within their growth areas and put them in a better position to plan for the provision of services and infrastructure within those areas. Stephen stated that the desire for additional data was also mentioned several times at the stakeholder meeting and that we would likely be incorporating some market and economic analysis in the final plan. Stephen reiterated that he found the stakeholder meeting to be very productive. Stephen took questions from the Commission pertaining to the stakeholder meeting. Kevin Limestall stated that, in regard to data concerns, it would be nice to have open and sharable GIS data throughout the County.

Stephen stated that, as we moved forward from this phase of the planning process, we would need to take the framework we've established and determine goals and objectives; he then discussed how that could be translated to value-based terminology. Stephen stated that for each of the key plan elements the Commission had established, there will be goals, objectives within those goals, and policies, strategies and recommendations stemming from the objectives. Stephen moved on to lay out a list of values based on input from the Commission and stakeholders. Stephen stated that the list of values could be amended, but that the list provides a good starting point. Matt stated that the value-based terminology activates the categories and will provide a clear depiction of Madison County values to anyone reading the plan. Stephen stated that the value-based terminology also makes the plan more concise and thus more legible and understandable.

Stephen moved on to discuss the scope of the Comprehensive Plan. Matt interjected to remind the Commission that this would be the final meeting before a first draft of the plan is attempted and that the scope of the plan would be guiding us through the process. Matt stated that the Commission would have about a year off as staff works through drafting the plan and holding public meetings. Kelly Simpson inquired whether Commission members could attend the public meetings. Matt stated that they could attend any public meetings since they would be advertised according to OMA standards. The members asked if they would see the plan prior to it being rolled out. Matt stated that this is absolutely the case, and we would be sending updates along the way. Matt stated that he wanted to clarify these points prior to moving forward with the scope discussion. Stephen then laid out the scope of the plan along with the tentative timeline for completion and adoption of the plan.

Stephen stated that once we have a working draft of the plan, it would be reviewed by the Commission and a Technical Committee. Matt explained that the Technical Committee would be largely comprised of city staff to ensure that our plan is meeting the needs and objectives of Madison County municipalities. Matt asked if the Commission had any questions or objections about the proposed scope and timeline. Charlie Yancey stated that he was concerned that the HBA was not present for the stakeholder meeting. Matt stated that this is a reasonable concern, but that he has since cultivated a working relationship with the HBA and that they are aware that the plan is underway. Stephen stated that the HBA was represented at previous stakeholder meetings. Matt stated that he would keep the HBA apprised to the situation, but there is ultimately no guarantee that they will be supportive of the plan, explaining that this was true of the Farm Bureau and Realtors Association as well.

#### **Administrator's Report:**

Matt asked Stephen to leave the room so that he could discuss the request for qualifications (RFQ) that the department would be sending out in October. Matt explained that Stephen had concluded his contract, and that we would be seeking firms to submit qualifications for completion of the final phases of the planning process. Matt stated that a portion of the RFQ would express a preference for firms that are familiar with Madison County's existing conditions, which would likely give Stephen an advantage due to the research he's done for the plan thus far. Matt stated that the Commission would be reconvening briefly in November in order to provide a consultant recommendation to the Planning and Development Committee and County Board. Matt stated that following the brief meeting in November, the Commissions would be off for the next year.

#### **Adjournment:**

Donn Grimm made a motion to adjourn the meeting. Seconded by Kelly Simpson. Voice vote. All ayes. Motion approved. Meeting adjourned.