

**SMART PLANNING
Meeting Minutes**

October 26, 2011

10:00 a.m.

ECIA

Consortium Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Anna O'Shea-Dubuque County | <input checked="" type="checkbox"/> Janet Berger-City of Epworth |
| <input checked="" type="checkbox"/> Laura Carstens-City of Dubuque | <input checked="" type="checkbox"/> Bill Einwalter-City of Farley |
| <input type="checkbox"/> Dave Johnson (proxy)-City of Dubuque | <input checked="" type="checkbox"/> Karen Snyder-City of Peosta |
| <input checked="" type="checkbox"/> Beth Bonz-City of Asbury | <input type="checkbox"/> Eric Schmechel-Dubuque SWCD |
| <input checked="" type="checkbox"/> Randy Lansing-City of Cascade | <input type="checkbox"/> Chandra Ravada-ECIA |
| <input checked="" type="checkbox"/> Mick Michel-City of Dyersville | |

Public Present

Jim Bodnar, Dubuque County

Staff Present

Dan Fox, Paige Comer

Call to Order

The meeting was called to order by Anna O'Shea at 10:05 a.m. The Smart Planning meeting for October 26, 2011 was held at ECIA. Introductions were made.

Approval of the Agenda

Carstens asked if Discussion on Community Planning Assistance could be added to the discussion on AIA Sustainable Design Assistance, Number 5.

Motion by Michel, second by Carstens to approve the revised agenda for October 26, 2011. The motion passed unanimously.

Review and approve the minutes from the Wednesday, October 5, 2011 Smart Planning Consortium Meeting

Minutes were not given at this meeting. The item will be tabled until the meeting on November 9.

Discussion on AIA Sustainable Design Assistance/ APA Community Planning Assistance

Carstens discussed both the differences between these organizations. The cost of both would come out to about \$12,000, with APA possibly being less. The application deadline for AIA Sustainable Design Assistance is on November 18th which is followed by a \$5,000 fee. APA Community Planning Assistance has an application deadline for December 13 and has an application fee of \$50.

Michel suggested that Heritage Trail be the focus of this assistance. The group could look at paving the trail, and look at the problem of connectivity for Asbury and Peosta. It would be helpful to find a way to connect all communities to the Heritage Trail. Other suggested trail improvements included increased parking, increased signage, benches, restrooms, and water fountains.

Motion by Lansing, second by Einwalter to pursue assistance from both APA Community Planning Assistance team, and AIA Sustainable Design Assistance. O'Shea will talk to Brian Preston to see about any available money as well as to see what information he has on the trail system. Each member of the consortium is to talk to their councils about pursuing assistance for the Heritage Trail.

Dubuque County Smart Plan Progress Report

Fox compared the Consortium's with the original project timeline from January 2011. The Consortium is two chapters behind schedule as of now, but that he believes the group can catch up as next chapters will take less time to complete. O'Shea expressed that she wanted to see a schedule made to extend from the previous one through May or June. Fox will draft up the extension of the schedule, allowing for two meetings a month.

The meeting for December 28th is cancelled, and there will be one meeting in January and one in February. For the rest of the months there will be two meetings scheduled for the second and the fourth Wednesday.

The schedule for the community public meetings was set. Either Fox or Ravada will be in attendance at these meetings and O'Shea plans to attend most of them. Each member needs to make their own agenda for their community meeting, as each community has different needs and will find different subjects more important. There still needs to be an introduction explaining the group, their goals, and objectives.

The consortium would like Fox to have the land use goals objectives on the website before the meetings start in November.

Discussion on Land Use Chapter

Fox described how he will be using a weighted overlay analysis in GIS to locate the most suitable sites for new development. The Consortium will be able to use the analysis to help guide future land use decision making. Data sets used in the analysis included steep slopes, distance from existing development, distance from roads, agricultural value, and floodplain. He explained that each variable could be weighted which would change its impact on the final score. The consortium suggested changing the name of restricted land to protected or something similar. The consortium determined that the three most important variables are distance from cities, distance from transportation, and floodway. The consortium also wanted to add historical sites and schools.

Discussion on Community Data Chapter

Fox shared each community's data. Members offered some corrections for Fox, and expressed their concern that the information from Info USA was not accurate. The consortium decided to remove the Info USA data. Fox will call Dan McDonald to see if he has information about the top ten employers for the county.

Comments from public on an item that did not appear on the agenda

There were no written comments received or public in attendance.

Other Business

Fox mentioned that timesheets have been given to him very regularly by every member, and that he will send out an email for the ones he is missing.

Lansing will be leaving the consortium and his last day in Cascade is December 16th.

Adjournment

Motion by Lansing, second by Snyder to adjourn the October 26, 2011 Smart City Planning meeting. The motion passed unanimously. The meeting adjourned at 11:55 am.