

**SMART PLANNING
Meeting Minutes**

May 3, 2011

9:00 a.m.

City of Peosta

City Council Chamber, 7986 Burds Rd, Peosta, Iowa

Consortium Members

- Anna O'Shea-Dubuque County
- Laura Carstens-City of Dubuque
- Beth Bonz-City of Asbury
- Randy Lansing-City of Cascade
- Mick Michel-City of Dyersville

- Janet Berger-City of Epworth
- Bill Einwalter-City of Farley
- Karen Snyder-City of Peosta
- Eric Schmechel-Dubuque SWCD
- Chandra Ravada-ECIA

Public Present

Jim Bodnar, Dubuque County

Larry Nagle, ECIA/City of Asbury Planning and Zoning Commission

Staff Present

Dan Fox, Jake Ironside

Call to Order

The meeting was called to order by Anna O'Shea at 9:15 a.m. The Smart Planning meeting for May 3, 2011 was held in the City of Peosta at the Peosta Community Center. Introductions were made.

Approval of the Agenda

Motion by Bonz, second by Carstens to approve the agenda for the May 3, 2011 Smart Planning Committee meeting agenda. Motion passed unanimously.

Review and approve the minutes from the Wednesday, April 7, 2011 Smart Planning Committee Meeting

Motion by Bonz, second by Carstens to approve the minutes for the Wednesday, April 7, 2011 Smart Planning Committee meeting. The motion passed unanimously.

Presentation on the City of Peosta.

Snyder began her presentation by describing new development that is occurring in Peosta. She stated that Seton Catholic Elementary School is building a new school in Peosta. She explained that the City is expanding the water and sanitary sewer network to accommodate the new development. Berry Plastics is expanding their operation, adding 10 jobs. NICC is currently expanding its facility. Part of the expansion project will include a new library. The library is a joint venture between the City of Peosta, Dubuque County, and NICC. The new library will provide extended hours, expanded services, a fireplace, and coffee bar.

Snyder reported that traffic has been a problem during peak hours on the City's primary roads. The City has contracted with IIW to conduct a traffic study.

Snyder stated that the recently constructed Community Center was donated by A.J. Spangle. Services provided by the Community Center include basketball, soccer, kid's events, sports/fitness classes, summer day camp, and wedding and banquet hall. Three ball fields are located to the south of the Community Center. One field is a baseball field where Clarke University and several semi-pro teams play. The other two fields are baseball/softball fields that are in use every night during the week.

Snyder stated that Peosta has 1,300 employees working in the industrial park and 2,000 students attending cases at NICC. These two areas generate a large portion of the City's vehicle traffic. She also explained that Peosta's population had expanded rapidly in recent years. In 2000, Peosta's population was 651. In the 2010 census, the population had grown to 1,377.

Discussion on Goals and Objectives

Ravada explained that the format of the goals and objectives section of the community facilities chapter confused several members of the Consortium. Ravada proposed a new format where staff will provide information on each of the issues to the Consortium, and the Consortium will create a list of goals for

the county and a list of goals for the cities. Each city will develop their own individual objectives. Cities will be able to use the goals and objectives from the regional plan to update their own comprehensive plans.

Discussion followed

Bonz stated that some of the goals presented in the community facilities chapter were not relevant to the City of Asbury, and city was not comfortable adopting goals that were not relevant to the city of Asbury.

Carstens noted that developing a set of regional goals and set of individual goals might be confusing the Consortium. She suggested that it might be easier for the Consortium to focus only on regional goals, and allow each city to address individual goals within their own comp plans.

Michel reported that the city of Dyersville has goals in its comp plan that will be tweaked and amended based on the regional goals developed through the Smart Planning process.

After further discussion the Consortium agreed that the smart plan will address only regional goals. Individual community goals will be addressed in each community's comp plan and will not be addressed in the Dubuque County Smart Plan. Staff will provide a list of goals and objectives from the members' existing comprehensive plans. The Consortium will use the list of goals as a guide for creating one set of regional goals.

Discussion on additional meeting times.

Ravada explained that one two-hour meeting every month is not sufficient time to finish the project on schedule. He asked if the group would prefer to have one four-hour meeting every month or have two two-hour meetings every month.

Discussion followed

The Consortium decided it would now meet twice each month for two hours each meeting. Staff will provide the Consortium with an updated meeting schedule.

Discussion on the HUD Sustainable Communities Planning Grant

Ravada explained that the HUD planning grant will allow the Consortium to take the next step in implementing the goals of the Smart Plan. The grant will provide funding to create or revise zoning ordinances and building codes for the Consortium members. He noted that ECIA submitted an application for the same grant last year but did not receive any funding. The previous year's application ranked high enough to receive "Preferred Sustainability Status" from HUD. Applicants with Preferred Status will receive a two-point advantage on this year's application. This year, ECIA wants to apply for this grant with the support of the Consortium. Ravada explained that the concept for the grant application is to create zoning ordinances and building codes that will help members implement the sustainability and energy efficiency indicatives included in the smart plan. The application will also include funding for the design of a pilot project that will demonstrate the use of the new ordinance and codes.

Carstens explained that, through this grant, a total of \$100 million is available. Of that total, HUD has designated \$70 for regional planning grants, and \$17.5 million is reserved for regions with populations

under 500,000. Carstens reported that HUD provided comments on the previous year's application. To improve the application HUD recommended broadening public engagement, clarify implementation strategy, and expand implementation outside City of Dubuque to rural areas.

Carstens said that this grant could be used to fund projects already supported by Consortium members. She noted that the Consortium had already submitted an application for EPA technical assistance that it did not receive. This grant could also be used to fund a public participation process similar to one presented at the training in March. Ravada pointed out that Consortium members have stated that a common zoning and building code would make development in the much easier for builders.

The City of Dubuque and ECIA had a meeting to discuss projects that are currently being implemented that could be used as matching funds for the grant application. ECIA will use the smart planning process as match for the federal grant. Using these funds as match may reduce the amount of local match required from individual cities. The grant requires a 20% match. ECIA is eligible to apply for up to \$1,000,000. The grant NOFA will be coming out sometime in the month of May. Consortium members will need to provide a letter of support. If the grant is awarded, the HUD planning process will be implemented following the Smart Planning process.

Following discussion, the Consortium agreed to support the ECIA grant application. Staff will update the Consortium on the progress of the application.

Review of Maps, Future Goals and Objectives for the Transportation Chapter

Fox presented a draft of the Transportation chapter. He explained that the information in the chapter is similar to the information contained in the DMATS and RPA Long Range Transportation Plans. He stated that the chapter provides a description of the modes of transportation as they currently exist, and describes the future needs of the system.

The Consortium recommended the following changes to the chapter.

- Add Illinois and Wisconsin portion to description of DMATS area.
- Staff will provide a web link to the documents cited in the chapter.
- Remove rates for transit services.
- Make map format consistent.
- Document should be reviewed for spelling and grammar errors.

Ironsides explained that routes displayed in the Jule transit map were incorrect and would be updated. He also mentioned that the Cascade and Dyersville crash maps did not have Jones and Delaware County crash data. The data will be added to future maps.

Following the decision to change the goals and objectives format, the Consortium decided to table discussion of the transportation goals and objectives to the May 17 meeting. Staff will schedule the next meeting using a Doodle Survey.

Discussion on Community Facilities Chapter

Fox reported that all changes submitted by Consortium members had been made, and a section on parks had been added to the chapter.

The Consortium will work on revising the list of goals and objectives during the next meeting.

Discussion on the Public Participation Plan

Fox explained that two changes were made after the discussion at the February meeting. Names of media outlets where meeting notices will be published were added, and the watershed element was added to the list of elements.

Discussion followed

The Consortium discussed the possibility of using social media (Facebook, or Twitter) as a tool for gathering public input. The Consortium decided not to use social media at this time. The Consortium will use the input feature on the smart planning website.

Other Business

The Consortium addressed the following items submitted by the Dubuque Long Range Planning Advisory Commission.

How to keep the plan simple and understandable to the community?

- The Consortium discussed posting draft documents on the smart planning website for easy public access.

Should this plan address goals and objectives for health care, education, etc. when we have no control over these goals?

- The Consortium decided to keep these goals because they are an important to the community.

Should education be a separate element?

- After discussion, the Consortium decided to keep education as part of the community facilities element.

Which element should include recreational uses like parks, golf courses, campgrounds, etc? Or should they be a separate element.

- After discussion, the Consortium determined that parks will be included as part of the community facilities element.

O'Shea reported that all members of the Consortium are invited to attend the Iowa County Zoning Officials Organization spring conference. The conference is being held May 18-20, 2011 at the Grand River Center in Dubuque.

The Smart Planning Committee meeting adjourned at 11:00 a.m.