

**SMART PLANNING
Meeting Minutes**

October 24, 2012

10:00 a.m.

**Dyersville Social Center
625 3rd Ave SE
Dyersville, IA**

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"/> Joyce Jarding-City of Farley |
| <input type="checkbox"/> Dave Johnson (proxy)-City of Dubuque | <input checked="" type="checkbox"/> Karen Snyder-City of Peosta |
| <input type="checkbox"/> Beth Bonz-City of Asbury | <input type="checkbox"/> Eric Schmechel-Dubuque SWCD |
| <input type="checkbox"/> Tim Long -City of Cascade | <input type="checkbox"/> Chandra Ravada-ECIA |
| <input checked="" type="checkbox"/> Mick Michel-City of Dyersville | |

Public Present

Staff Present

Michelle Patzner-Dubuque County budget director

Call to Order

The meeting was called to order by Anna O'Shea at 10:10 a.m. The Smart Planning meeting for October 24, 2012 was held at the Social Center in Dyersville, Iowa. O'Shea introduced Michelle Patzner, the new Dubuque County budget director.

Approval of the Agenda

There were changes made to the agenda to add the students' project and the next meeting date.

Motion by Jarding, second by Carstens to approve the agenda for October 24, 2012 as amended. The motion passed unanimously.

Review and approve the minutes from the Wednesday, October 10, 2012 Smart Planning Consortium Meeting

Motion by Carstens, second by Snyder to approve the minutes from Wednesday, October 10, 2012 as amended. The motion passed unanimously.

Comments from the public that do not appear on the agenda.

No public was present for comments.

Update on October 10th Public Input Meeting

O'Shea reviewed the notes from the October 10th public meeting. Discussion followed on how to incorporate the new implementation ideas received at the meeting into the Smart Plan. Consortium members decided to put a **new chapter in the plan outlining the public participation** process and public comments received throughout the planning process. Consensus was that all the comments needed to be included, not just the comments received on Oct 10th. It was suggested the chapter include meeting dates and locations, specific elements of the meetings, identify who was there (especially if City Council/Board Members and Board of Supervisors/County Zoning Board members were there), and then add the input. The group felt there had been some great public meetings with very thoughtful input and the Consortium needed to document this regional process in one place. Consensus was **this would be due November 7, 2012.**

Discussion on Implementation Chapter

Consortium members discussed changes to the Implementation Chapter. Additional Plan elements were added to most of the projects, with Public Participation being added to several projects. Several projects were revised as to title, project description, responsible parties and/or time frame.

Motion by Michel, second by Jarding to approve the Implementation Chapter as amended. The motion passed unanimously.

Discussion on Future Land Use Maps

Consortium members determined that the group will need final drafts of Future Land Use Maps to approve at the next Meeting.

Update on CPAT Grant

O'Shea provided an update on the CPAT grant. She reported that there was great attendance and good discussion with about 100 people at the October 17th public input session in Dyersville. She noted that the October 18th small group meetings with the CPAT members went well. She distributed a copy of the October 20th presentation from the CPAT members. Consensus was that the CPAT process had gone very well, and the final report would be very helpful.

Other Business

O'Shea gave an update on the University of Iowa students' project on sustainability indicators for the region. She noted there will be a meeting in the near future with the students for a presentation and further update.

Discussion followed on the adoption process for the Smart Plan. O'Shea said she expects the County Supervisors to adopt the document as the County's updated Comprehensive Plan. Consortium members discussed that the City Councils would be asked to adopt the Smart Plan as a document to be considered during updates of their Comprehensive Plans, or as the model for their city's updated Comprehensive Plan. Consensus was that there will need to be two resolutions: one for the County adoption, and a second for the cities' adoption as discussed.

The Consortium decided the group will need a final draft with all the chapters, maps, goals and objectives, and supporting documentation ready by the **end of November**. Consortium members felt that cities that have Zoning Commissions will have to hold hearings or meetings to discuss the final document in December and then follow up with Board or City Council approval sometime in January. The next Consortium meeting was scheduled for Wednesday, **November 7th from 2:00 -4:00 p.m.** at ECIA. The Consortium decided that the group need the new Public Participation Chapter ready for review and final drafts of land use maps.

The Consortium decided **the grant matrix** needs to be finished but the group only needs to see if there are any gaps on the matrix. The Consortium felt the other issues were more important at this time.

The Consortium decided there is a need to schedule another meeting either on Thanksgiving week or early on the week after to be able to finish the plan and have the final draft ready by November 30, 2012.

Adjournment

Motion by Michel, second by Jarding to adjourn the October 24, 2012 Smart Planning meeting. The motion passed unanimously. The meeting adjourned at 1:00 p.m.