



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2015-034

**A RESOLUTION ESTABLISHING PUBLIC PARTICIPATION PROCEDURES
FOR AMENDMENTS TO COMPREHENSIVE PLAN**

WHEREAS, the Village Board on April 6, 2006 adopted a comprehensive plan under the authority of and procedures established by §66.1001(4) Wis. Stats.; and

WHEREAS, §66.1001(4)(a), Wis. Stats., requires that the Village Board adopt written procedures designed to foster public participation at every stage of the comprehensive plan preparation, amendment, or update process, and that such written procedures provide for wide distribution of draft plan materials, an opportunity for the public to submit written comments on the plan materials, and a process for the governing body to respond to such comments; and

WHEREAS, the Village Board believes that meaningful public involvement in processes designed to amend the comprehensive plan is important to ensure that the resulting plan and amendments reflect the wishes and expectations of the public; and

WHEREAS, the Village Board adopted a Public Participation Plan via Resolution VW-13-01 on May 6, 2013 and began a project to update the 2006 Comprehensive Plan; and

WHEREAS, through this Comprehensive Plan Update Project, the Village also began working on a Camp Phillips Corridor Master Plan, a Southeast Quadrant Neighborhood Master Plan and an amendment to our current TIF 1 and TIF 2 Plans;

WHEREAS, because these new Plans are complementary to the Comprehensive Planning Process, the Village believes the attached policy entitled “Public Participation Strategy and Procedures, Comprehensive Plan Amendments” should be followed to engage the public and receive their input; and

WHEREAS, the attached policy entitled “Public Participation Strategy and Procedures, Comprehensive Plan Amendments” includes procedures to foster public participation, ensure distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments; and

WHEREAS, the “Public Participation Strategy and Procedures, Comprehensive Plan Amendments” should be utilized and followed throughout Plan drafting and implementation of the Village’s Updated Comprehensive Plan, Camp Phillips Corridor Master Plan, Southeast Quadrant Neighborhood Master Plan and TIF 1 and 2 Project Plans.

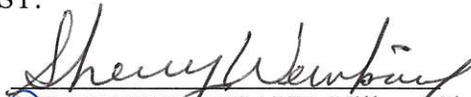
NOW, THEREFORE, BE IT RESOLVED that the Village Board hereby adopts the attached policy entitled "Public Participation Strategy and Procedures, Comprehensive Plan Amendments" as its public participation procedures for its proposed amendments to the comprehensive plan, meeting the requirements of §66.1001(4)(a), Wis. Stats.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a regular meeting thereof, this 9th day of the month of November, 2015.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: 
BARBARA ERMELING, Village President

ATTEST:

By: 
SHERRY WEINKAUF, Village Clerk

By: 
DANIEL GUILD, Village Administrator

Vote: 6-0

PUBLIC PARTICIPATION STRATEGY AND PROCEDURES COMPREHENSIVE PLAN AMENDMENTS

Introduction

A key required component of Section 66.1001 of the Wisconsin Statutes—the State’s comprehensive planning legislation—is to actively involve community stakeholders throughout the process of preparing, updating, or amending a local comprehensive plan. Public participation helps to ensure that the resulting comprehensive plan accurately reflects the vision, goals, and values of the community.

Section 66.1001(4)(a) of the Wisconsin Statutes requires the Village Board to adopt, by resolution, procedures to foster public participation at every stage in the creation of, or subsequent amendment to, the Village’s comprehensive plan. The procedures must provide for wide distribution of the Comprehensive Plan or proposed amendment, an opportunity for the public to submit written comments, and provisions for local response to such comments.

This document is intended to fulfill this statutory requirement. It outlines the procedures that will be followed to consider and adopt periodic amendments to the Village comprehensive plan.

Key Goals Addressed by this Public Participation Strategy

- Provide opportunities for people to participate in processes to consider and adopt future amendments to the comprehensive plan.
- Adopt plan amendments that reflect the ideas, desires, and objectives of most residents and property owners.
- Rely upon the Village Plan Commission as a foundation for guiding the plan amendment processes, with input from other adjacent local units of government and interaction with an intergovernmental steering committee.
- Meet the requirements of Wisconsin’s comprehensive planning legislation.
- Recognize that the goals expressed above must be balanced with the need to complete the comprehensive plan amendments within a reasonable timeframe and budget.

Public Participation Techniques

The Village will, at a minimum, use the following techniques to obtain public input during its comprehensive plan amendment processes:

- Ensure that all Plan Commission and Board meetings to consider, discuss, and adopt the comprehensive plan amendments are open to the public, and are noticed as required by State Statutes and open meeting regulations.
- Provide at least some opportunity at all public meetings for public comment. Some meetings will be specifically intended to encourage wide participation from the public. Other meetings will be primarily intended to be Commission, Board, or

intergovernmental steering committee work sessions. With respect to the latter, the Village will include a public comment period at the beginning and/or end of the work session. This will allow the Commission, Board, or committee to concentrate on completing tasks without interruption, while still allowing the public an opportunity to observe and provide comments.

- Hold at least one formal public hearing on the proposed comprehensive plan amendments prior to adoption. All members of the public will have an opportunity to present testimony and offer comments at the public hearing. The Village Board public hearing will be noticed and held per the requirements of Wis. Stats. §66.1001.
- Within scheduled 2013-14 comprehensive plan amendments, include other public participation opportunities in recognition of the expanded scope of that effort, to be completed in conjunction with an intergovernmental zoning project among the Village of Weston, Village of Kronenwetter, and Town of Weston. These efforts include a community survey and stakeholder meetings.

Opportunities for Comments on the Draft Comprehensive Plan Amendments

The Village will have copies of draft Plan amendment materials available at the Village Hall during normal business hours, and via its Web page at: www.westonwisconsin.org. The Village will also provide copies of the draft and final plan amendments to adjacent and overlapping governments and non-metallic mineral interests as required by statute, and to members of the participating public as requested. The Village may charge for copies at the standard rate approved by the Board for record copies.

Public comments will be solicited and responded to at every stage of the plan amendment processes. Written comments on the comprehensive plan amendments may also be delivered, mailed, faxed, or e-mailed to Jennifer Higgins, Village of Weston Director of Planning & Development, 5500 Schofield Avenue, Weston, WI 54476, faxed to (715) 359-6117 or emailed to jhiggins@westonwi.org.

The Village will respond to written comments via mail, e-mail, fax, telephone, meeting, and/or through consideration of appropriate changes to the comprehensive plan, or to the proposed amendments to it.