Resolution No. 1379

ESTABLISHING PUBLIC PARTICIPATION PROCEDURES
FOR THE CITY OF NEW HOLSTEIN 2040 COMPREHENSIVE PLAN UPDATE

WHEREAS, pursuant to Section 66.1001 of the Wisconsin Statutes, any program or action of a local governmental unit that affects land use, including but not limited to zoning, subdivision regulation and official mapping, shall be consistent with that local governmental unit's adopted comprehensive plan beginning January 1, 2010, and such plan must address the nine elements as required by Wisconsin Statutes Section 66.1001(2); and

WHEREAS, the City of New Holstein has prepared the City of New Holstein Year 2030 Comprehensive Plan, adopted on December, 2007, that will be amended to comply with the authority and procedures established by Section 66.1001 and Section 62.23 of the Wisconsin Statutes; and

WHEREAS, Section 66.1001(4)(a) of the Wisconsin Statutes requires that the City Council adopt written procedures designed to foster public participation at every stage of comprehensive plan preparation including open discussion, communication programs, information services and public meetings for which advance notice has been provided, and that such written procedures shall also 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 City Council of the City of New Holstein believes that regular, meaningful public involvement in the comprehensive planning process is important to assure that the resulting comprehensive plan reflects the desires and expectations of the public; and

WHEREAS, the Plan Commission has reviewed the Public Participation Plan and has recommended approval; and

WHEREAS, the attached “Public Participation Plan” developed for the City of New Holstein 2040 Comprehensive Plan Update includes written procedures designed to foster public participation, ensure wide distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of New Holstein hereby adopts the Public Participation Plan for the City of New Holstein 2040 Comprehensive Plan Update as its public participation procedures to fulfill the requirements of Wis. Stats. Section 66.1001 (4)(a).

The foregoing Resolution No. 1379 was introduced and its adoption moved by Alderperson Bosma, seconded by Alderperson Thiessen.

Upon a roll call of votes thereon, the results were as follows:

Voices Cast: 8
Voices Aye: 8
Voices Nay: 0

This resolution was adopted by the City of New Holstein City Council on the 15th day of August, 2013:

CITY COUNCIL OF THE
CITY OF NEW HOLSTEIN, WISCONSIN

By: Dianne K. Reese
Dianne K. Reese, Mayor

ATTEST:
Cassandra Langenfeld, City Administrator/Clerk-Treasurer
Public Participation Plan
City of New Holstein 2040 Comprehensive Plan Update

Introduction & Purpose

Public participation is an important part of the comprehensive planning process as it helps to ensure that the plan accurately reflects the vision of the community. For a plan to develop, decision makers need to hear ideas, thoughts, and opinions from their citizens and stakeholders. The purpose of this public participation plan is to give citizens the opportunity to participate and learn about their community.

Wisconsin’s Smart Growth Comprehensive Planning law requires public participation throughout the comprehensive planning process. Wisconsin Statutes, Section 66.1001(4)(a) requires, in part, that,

“The governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for a wide distribution of proposed, alternative, or amended elements of a comprehensive plan and shall provide every opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments.”

This Public Participation Plan actively involves the general public and key community interests in identifying major issues, establishing a shared vision for the community, and creating goals, objectives, and policies which help bring that shared vision to fruition. The City will use this document as a guide to actively involve community members in the comprehensive planning process by providing them numerous opportunities to offer input and become educated via multiple means of communication.

Methods of Citizen Participation

The City of New Holstein will use several methods to encourage public input throughout the comprehensive planning process for any future updates and amendments. The methods to be employed are as follows:

Method 1: Plan Commission & Ad Hoc Members

The City of New Holstein will utilize the Plan Commission as the main body responsible for development of the Comprehensive Plan Update. The City may choose to add additional, ad hoc, non-voting members to the Plan Commission to help guide the comprehensive planning process and discussions. The Plan Commission will be responsible for reviewing data, prioritizing issues and land use alternatives, overseeing the organization of the Plan, and determining goals, objectives and policies based on information gathered from the public.

Method 2: Public Meetings

Public meetings provide opportunity for both education and input. All Plan Commission and City Council meetings are open to the public. All agendas and meeting minutes are posted in advance through the City of New Holstein website and published as required by State law. As each chapter of the comprehensive plan is developed it will be reviewed in detail by the Comprehensive Plan Update Committee at a meeting that is open to the public. Time for public participation will be set-aside at each meeting.
Method 3: News Releases/Website/Social Media

News releases are an effective tool to keep both the public and the press informed about the planning process. The City of New Holstein will utilize news releases to create public awareness about the comprehensive planning process at key times during the process. In addition, the City will utilize its website and social media (e.g. Facebook and Twitter) to keep citizens informed on the planning process, to encourage public involvement, and to provide input/comments to City staff at any time.

Method 4: Web-Based Public Visioning Portal

A web-based Public Visioning Portal will be developed and will incorporate survey and GIS mapping technologies (ESRI StoryMaps) to allow residents and stakeholders to participate in a number of exploratory questions and exercises in order to identify specific land use issues, high priority trends, needed physical improvements, and plan implementation opportunities that will be used to maintain or enhance the current Comprehensive Plan. This process will generate materials that will enhance the City’s current comprehensive plan by adding several more layers of ‘depth’ to addressing current issues, including the application of specific planning and implementation concepts that were not included in the City’s current plan.

Method 5: Open Houses and Community Events

The City of New Holstein may choose to sponsor open houses, informational meetings, or attend various community events (e.g. farmer’s markets, street festivals, etc.) during the comprehensive planning process. This will provide an informal setting for residents to interact with the City of New Holstein staff and give them the opportunity to gather information, ask questions, react to the information and provide both written and verbal feedback.

Method 6: Public Hearings

A public hearing will be held before the City Plan Commission prior to the adoption of the 2040 Comprehensive Plan Update. The public hearing will consist of a short presentation summarizing and highlighting the major parts of the planning process and the final draft of the comprehensive plan. Participants will have the opportunity to provide comments about the draft plan. An official public record of the presentation and all comments will be established. The draft plan will be available for review prior to the public hearing. Interested citizens will also have the opportunity to provide written comments prior to the public hearing, which will be read into the hearing.

Future amendments to the Comprehensive Plan will be subject to the public hearing process and the same opportunities for review and comment by the general public as the original approved plan and per Wisconsin Statutes, Section 66.1001(4)(b-d).