

Minutes

5.

Winnebago Towns-County Comprehensive Planning Committee

May 31, 2001

7:00 PM

Mike Koles of the UW-Extension facilitated the meeting with each town/county member introducing him/herself. Nine of the 16 towns were represented at this *meeting*. See the attached sign-in sheet.

**Planning to Plan:** Discussed who the stake holders would be and also an implementation scenario. If the county zoning office does the technical analysis will that office be perceived as forcing their view? That office is a resource provider. The county zoning office ultimately will administer the approved plan.

Planning committee sign-up will be next meeting-be prepared. Planning committee role-the towns know their town best, therefore, the land use plan they create should be incorporated into the county plan. Also, amendments/modifications to the final plan will have to be approved at the county board level.

Plan Amendment (not zoning) discussion: Towns with their OWN zoning would approve the plan and present the plan to the county board for approval (rubber stamp). Towns with COUNTY ZONING need town planning and zoning AND county planning and zoning administration approval which then goes to the county board for approval. Planning is the foundation for zoning. Plan amendment changes are decisions based on finding of fact. Discussion also took place about "minor plan amendments" which would not entail a major rework nor a major reexamination of the plan. Minor plan amendments might be considered less than once per year. Major plan amendments might be heard over a greater time (3-5 years)?

Representation: Discussion took place about what a "critical mass" of participants would be for sub-committee effectiveness. Which towns go best with topical areas? How many people show up at meetings? The future chairman will be responsible for sending letters (invitations) to cities, villages, and school districts for participation. (It was noted that 9 towns are represented and 7 are not.) Mike Koles should prepare a quarterly news letter (one page) as an update and review of the committee's activities.

Meeting structure and procedure was discussed: There is a need for a tentative agenda, minutes of the previous meeting need to be sent out in advance with the agenda, and the length of the meeting time was decided to be two hours (7-9 PM).

Discussion took place about public participation in planning. It was a consensus that towns, cities, villages, and school districts each have a vote in the decision making process. In order to qualify to vote the participant needs to attend two-thirds of the meetings. In the decision making process, a motion will successfully pass with three-quarters of the eligible voters favoring the motion. Voting by proxy will be allowed by a designated alternate of the regular attending member. There will be one vote per stake holder. The attendance clock starts at the next meeting which is scheduled for June 28th at 7 PM.

Chairman for the next meeting is Ray Batley. Secretary John H. will get an attendance sheet to Ray.

Discussed the Blue-Chart Phase 2: Next meeting we will go over Element #1 which is general issues and opportunities, listen to the data, bring all issues, goals into one document and agree on these items. The July meeting will be on Element #3 regarding transportation and perhaps Martinson & Eisele could present details. This is an 18 month process with expected completion and adoption in December of 2002. Discussed grant opportunities for towns and county and this committee. **We would need someone to write implementation plans.** Need to know by October, '01 for budget purposes. No conclusion.

Winnebago County Land Use Plan-Visioning Process Report: All committee members should examine this document for it's recommendations of goals, policies, and actions. You need to pick out each and assign where they fit into the state law. Directions for the Ad Hoc Committee regarding the buff sheet in the ring folder: they are to examine the existing plan for pieces of the 8 elements. The committee will meet before the June meeting and get these results. Committee members are Ray Batley, Dave Metzsig, Mike Schlimm, and Arden Schroeder.

**Next meeting:** We will need to prepare a value statement analysis by way of the vision process, compare the old/new and make a new value statement. For the county-wide vision we may need to split this into an urban and rural statement. It was suggested to look at the St. Croix County example as similar to our county.

**Next meeting dates:**

**June 28th 7 PM (Thursday) Town of Winneconne**

**July 30th 7 PM (Monday)**

**Meeting adjourned at 9 PM.**

**Respectfully submitted, John Hinkfuss, Secretary**