

**RESOLUTION NO. 2015-004
A RESOLUTION TO ADOPT THE TOWN OF ASHIPGUN
COMPREHENSIVE PLAN AMENDMENT PUBLIC PARTICIPATION PLAN**

WHEREAS, Wisconsin Statutes Section 66.1001(4)(a) requires the Town to “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 wide distribution of proposed, alternative or amended elements of a comprehensive plan and shall provide an 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.” and

WHEREAS, The Town Board of the Town of Ashippun has adopted, as required by State law, a Comprehensive Plan at which time the planning process was open to the public, numerous efforts were made to assure the broadest participation to establish the goals and elements considered for and contained within the comprehensive plan so as to be in compliance with Section 66.1001 of the Wisconsin Statutes, and

WHEREAS, The Town of Ashippun is in receipt of a recent request to amend the comprehensive plan and will need to respond accordingly.

NOW THEREFORE BE IT RESOLVED that the Town of Ashippun Town Board hereby establishes the following Public Participation Plan for use in amending the Comprehensive Plan:

1. PURPOSE

This Public Participation plan is intended to encourage the public to participate in proposed modifications to the comprehensive plan. Transparency of the process of changing the future land use is imperative to preserving the health of the Town in the future.

2. PUBLIC PARTICIPATION GOAL

The effectiveness of a plan depends upon its success in meeting the expectations of the public. This procedure ensures that the public will be kept informed of activities and given meaningful opportunities to participate in the development and review of amendments to the Comprehensive Plan.

Goal: The Comprehensive Plan amendment process shall provide to the public complete information, timely notice and full access to key decisions, and shall support early and continuing involvement of the public through the process.

3. PROCEDURES FOR PUBLIC PARTICIPATION

The following procedures for public participation shall be undertaken for informing and getting citizens involved during each phase of the comprehensive planning process.

(a) Public Hearing and Required Notice. The Town Board will hold at least one public hearing to formally accept public comment on the Plan recommended by the Plan Commission. The public hearing shall be preceded by a Class I Public Hearing Notice under chapter 985, Wisconsin Statutes which is published 30 days before the date of the public hearing in the Town’s designated newspaper. Such notice shall contain the information required under section 66.1001(4)d, Wisconsin Statutes. Furthermore, the town will provide a written notice to those persons specified in sections 66.101(4)(e) and (f) at least 30 days prior to the date of the public hearing.

(b) Town Officials shall sponsor one (1) open house meeting regarding the proposed amendment to the comprehensive plan. The goal of this public outreach effort is to create an informal setting for residents and others to learn more about the proposed amendments and to offer their suggestions and comments on ways it can be improved.

(c) Notice of the proposed change to the comprehensive plan shall be mailed or emailed to all parties who have requested the same pursuant to Section 66.1001(4)(f)-

(d) Notice of the proposed change shall be mailed to all property owners most affected by the proposed change.

(e) Notice of the proposed change will include an e-mail address and phone number of the town clerk. The town clerk shall forward or make available all feedback regarding the proposed change to the any person requesting it, the town board and the town planning commission.

(f) Notice of the proposed change shall be mailed to the Town's designated newspaper and posted on the town's official website.

The Plan Commission may take action on the proposed change to the comprehensive plan by adoption of a resolution at anytime after receiving the report of the town clerk as set forth in (e) above.

(g) The Town Board may, after having received input from the public at the hearing may, after careful consideration, may take action on the proposed change to the comprehensive plan by adoption of an ordinance.

Adopted 12th day of March 2015 by the Town Board of the Town of Ashippun, Dodge County.

S/S _____

Steve Panozzo, Chairman

ATTEST:

S/S _____

Michelle Liesner, Town Clerk