Resolution No. 2017-03

ADOPTING PUBLIC PARTICIPATION PROCEDURES
FOR UPDATING THE MULTI-JURISDICTIONAL COMPREHENSIVE PLAN FOR
TOWN OF WHITEWATER

WHEREAS, pursuant to Section 66.1001 of the Wisconsin Statutes, all units of government
which enact or amend zoning, subdivision, or official mapping ordinances on or after January 1,
2010, must adopt a comprehensive plan; and

WHEREAS, the Town of Whitewater Board of Supervisors, in cooperation with Walworth
County, adopted the Walworth County Multi-Jurisdictional Comprehensive Plan under the
authority of and procedures established by Section 66.1001 of the Wisconsin Statutes on
September 2, 2009; and

WHEREAS, Section 66.1001(4)(a) of the Wisconsin Statutes requires that the Town of
Whitewater Board of Supervisors adopt written procedures designed to foster public
participation during the preparation or update of a comprehensive plan; and

WHEREAS, the Town of Whitewater Board of Supervisors believes that regular, meaningful
public involvement in the comprehensive planning process is important to assure that the
comprehensive plan continues to reflect input from the public; and

WHEREAS, public participation procedures have been developed to foster public participation
in the comprehensive plan update process.

NOW, THEREFORE, BE IT RESOLVED that the Town of Whitewater Board of Supervisors
hereby adopts the Public Participation Procedures for Updating the Comprehensive Plan attached
hereto as Exhibit A to fulfill the requirements of Section 66.1001(4)(a) of the Wisconsin Statutes.

Lowell Hagen
Town Board Chair

Carrie Hintz
Town Clerk/Treasurer

Town Board Meeting Date: 6-14-17
EXHIBIT A

PUBLIC PARTICIPATION PROCEDURES
FOR UPDATING THE COMPREHENSIVE PLAN:
TOWN OF WHITEWATER

Introduction

On September 2, 2009, the Town of Whitewater Board of Supervisors adopted a comprehensive plan under Section 66.1001 of the Wisconsin Statutes, which is documented in a report titled “A Multi-Jurisdictional Plan for Walworth County: 2035.” The comprehensive plan was prepared in accordance with a public participation plan adopted by the Town of Whitewater Board of Supervisors on April 9, 2008 that included activities to foster public participation in the preparation of the comprehensive plan. Under Section 66.1001(4)(a) of the Wisconsin Statutes, future updates to the comprehensive plan must also be carried out in accordance with a public participation plan, adopted by the Town of Whitewater Board of Supervisors, designed to foster public participation in the update process. The balance of this document describes the process to be followed by the Town to foster public participation in the consideration of updates to the comprehensive plan.

Part 1: Public Participation Activities and Procedures for Comprehensive Plan Updates

1. Background Materials
The Town will provide opportunities for public review of materials describing all proposed updates to the comprehensive plan, including the following:
   - Printed copies of materials describing a proposed plan update will be made available at the Town of Whitewater Town Hall.
   - Electronic copies of materials describing a proposed plan update may be posted on the Town’s website.

2. Optional Public Informational Meeting
The Town, at its option, may schedule a public informational meeting to be held prior to the required public hearing. The public informational meeting will provide an opportunity for the public to review maps and other information relating to the proposed update. No formal procedures or notice requirements are required for the informational meeting; however, the Town will provide notice of the meeting through its website and through publication or posting.

3. Public Hearing
As required by Section 66.1001(4)(d) of the Wisconsin Statutes, the Town Board of Supervisors will hold a public hearing on the proposed update to the comprehensive plan. The Town Board of Supervisors will consider public testimony provided at the hearing and any written comments submitted to the Town prior to the hearing during their deliberations on the proposed plan update.

4. Notice of Public Hearing
The public hearing will be preceded by a Class 1 notice that is published or posted at least 30 days before the hearing is held. In accordance with Section 66.1001(4)(d) of the Wisconsin Statutes, the Town Board of Supervisors will provide notice of the public hearing by one of the following methods:
   - Publishing the notice in a newspaper of general circulation within the Town at least once each week for two consecutive weeks prior to the hearing.
   - Posting the notice on the Town’s website at least 30 days prior to the hearing.

The notice will state the date, time, and location of the public hearing, and it will provide information on how to submit written comments to the Town prior to the hearing.
Statutes, the notice will include the date, time, and place of the hearing; a brief summary of the proposed comprehensive plan update and/or a map illustrating the proposed update; a local contact who may be contacted for additional information on the proposed plan update and to whom written comments regarding the plan update may be submitted; and information regarding where and when the proposed plan update may be inspected before the hearing and how a copy of the proposed plan update may be obtained.

5. Notification to Interested Parties
The Town will provide a copy of the public hearing notice and the proposed update at least 30 days prior to the public hearing to any person who submits a written request to receive notice of a proposed update under Section 66.1001(4)(f) of the Wisconsin Statutes. The Town may charge a fee to cover the cost of providing such notice.

6. Town Board of Supervisor's Action
Following the public hearing, the Town Board of Supervisors will consider the proposed update and approve or deny. If approved, Town Board of Supervisors approval will be in the form of an ordinance adopted by a majority of the full membership of the Town Board of Supervisors.

7. Distribution of Plan Update
If approved by the Town Board of Supervisors, printed or electronic copies of the update will be sent by the Town to the parties listed in Section 66.1001(4)(b) of the Wisconsin Statutes.

Part 2: Additional Procedures for Rezoning Requests that Require Comprehensive Plan Updates
Future amendments to the Comprehensive Plan may be conducted from time to time outside the scope of this comprehensive plan update and will be handled in accordance with Section 66.1001(4) Wisconsin Statutes and public participation procedures established by Walworth County in Resolution 81-02/10 and the Town with jurisdiction over the amendment.