

**RESOLUTION 2020-~~8~~ /
VILLAGE OF MAZOMANIE**

**A RESOLUTION ADOPTING PUBLIC PARTICIPATION PROCEDURES TO
ENCOURAGE AND FACILITATE PUBIC INPUT INTO THE AMENDING OF THE
COMPREHENSIVE PLAN**

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 Village of Mazomanie adopted a comprehensive plan under the authority of and procedures established by Section 66.1001 of the *Wisconsin Statutes* on October 27, 2009; and

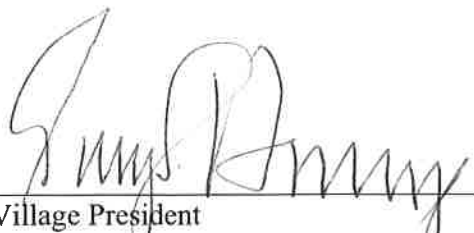
WHEREAS, Section 66.1001(4)(a) of the *Wisconsin Statutes* requires that the Village Board adopt written procedures designed to foster public participation during the preparation or amendment of a comprehensive plan; and

WHEREAS, the Village Board of the Village of Mazomanie 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 amendment process.

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

ADOPTED this 14th day of January 2020.



Village President


Attest: 
Village Clerk

EXHIBIT A

PUBLIC PARTICIPATION PROCEDURES FOR AMENDING THE COMPREHENSIVE PLAN: VILLAGE OF MAZOMANIE

Introduction

On October 27, 2009, the Village Board adopted a Village comprehensive plan under Section 66.1001 of the *Wisconsin Statutes*, which is documented in a report titled "Village of Mazomanie, Wisconsin, Comprehensive Plan: 2009-2028." The comprehensive plan was prepared in accordance with a public participation plan adopted by the Village Board on November 13, 2007, 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 amendments to the comprehensive plan must also be carried out in accordance with a public participation plan, adopted by the Village Board, designed to foster public participation in the amendment process. The balance of this document describes the process to be followed by the Village to foster public participation in the consideration of amendments to the comprehensive plan.

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

1. *Background Materials*

The Village will provide opportunities for public review of materials describing all proposed amendments to the comprehensive plan, including the following:

- Printed copies of materials describing a proposed plan amendment will be made available at the Village Office.
- Electronic copies of materials describing a proposed plan amendment may be posted on the Village website.

2. *Public Informational Meetings*

The Village of Mazomanie Village Board and Plan Commission realize the importance of including the public in the development and amendment of a comprehensive plan. To encourage public input, various methods of public education and participation will be utilized throughout the plan amendment process.

The primary means of public input and participation will be public meetings held by the Village Board and Plan Commission. All meetings will be properly noticed, and public attendance will be encouraged. The public meetings will include discussion of each of the aspects of a comprehensive plan. Some meetings can cover several aspects of the plan at one time. The aspects of a comprehensive plan that will be discussed are housing, issues & opportunities, utilities and commercial facilities, economic development, transportation, agriculture, culture and natural resources, intergovernmental cooperation, implementation, and land use. Public input into these topics is invaluable.

The Village will seek to establish a community vision for amendments to the comprehensive plan. It will utilize a community survey early in the planning process to gain public input on issues related to community development. It will hold a community visioning meeting to educate, inform, and get feedback from residents about the comprehensive plan. Also, focus groups will be conducted with various interest groups within the community to gain input. Examples of focus groups include senior citizens, high school students, business owners, commuters, workers, etc. The intent of these focus groups is to identify the specific issues and needs associated with populations.

Input from these various opportunities for public participation will help form the basis for establishing the Village's vision and identifying the needs and desires of the community in the future. The Village will hold a community open house to present the draft amended plan and receive public comments. At the end of the planning process, a public hearing will also be held to obtain public input on the final draft of the amended plan.

The Village will utilize various forms of media and communication tools to effectively involve the community in this process. Electronic communications will be an important aspect for public involvement. All meeting agendas as well as information related to the planning process will be posted on the Village website as well as the regular posting places Village of Mazomanie meetings. Promotional materials and drafted documents will be available on the Village's website for public review and comment. The Village will utilize public media, including the Star News, to publicize all public events and meetings, and send out letters to property owners and other residents as needed to educate and inform community members of plan development and progress.

3. *Public Hearing*

As required by Section 66.1001(4)(d), the Village will hold a public hearing on each proposed amendment to the comprehensive plan. The hearing will be held jointly by the Plan Commission and Village Board. The hearing will include a presentation of the proposed plan amendment followed by an opportunity for the public to comment on the proposed amendment. The Plan Commission and Village Board will consider public testimony provided at the hearing and any written comments submitted to the Village Clerk prior to the hearing during their deliberations on the proposed plan amendment.

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), the notice will include the date, time, and place of the hearing; a brief summary of the proposed comprehensive plan amendment and/or a map illustrating the proposed amendment; a local contact who may be contacted for additional information on the proposed plan amendment and to whom written comments regarding the plan amendment may be submitted; and information regarding where and when the proposed plan amendment may be inspected before the hearing and how a copy of the proposed plan amendment may be obtained.

5. *Notification to Interested Parties*

The Village Clerk will provide a copy of the public hearing notice and the proposed amendment at least 30 days prior to the public hearing to any person who submits a written request to receive notice of a proposed amendment under Section 66.1001(4)(f). The Village may charge a fee to cover the cost of providing such notice. In accordance with Section 66.1001(4)(e), the Village Clerk will also provide notice to nonmetallic mining operators within the Village; to persons who have registered a marketable nonmetallic mineral deposit within the Village; or to persons who own or lease property on which nonmetallic minerals may be extracted, if such person has requested notification in writing. The Village Clerk will maintain a list of persons who have submitted a written request to receive notices of public hearings under Section 66.1001(4)(e)(3) and Section (4)(f).

6. *Plan Commission Recommendation*

Following the public hearing, the Plan Commission will make a recommendation to the Village Board to approve, deny, or modify the proposed amendment. The Plan Commission's recommendation will be in the form of a resolution approved by a majority of the full membership of the Plan Commission.

7. *Village Board Action*

Following Plan Commission action, the Village Board will consider the amendment and the Plan Commission's recommendation and approve, deny, or refer the proposed amendment back to the Plan Commission. If approved, Village Board approval will be in the form of an ordinance adopted by a majority of the full membership of the Board.

8. *Distribution of Plan Amendment*

If approved by the Village Board, printed or electronic copies of the amendment will be sent by the Village Clerk to the parties listed in Section 66.1001(4)(b). Plan amendments may be distributed by e-mail to the required parties.

Part 2: Additional Procedures for Comprehensive Plan Amendments Associated with a Rezoning

In some cases, an amendment to a comprehensive plan may be needed for a proposed rezoning to be consistent with the plan. In such cases, the Village Board may allow the public notice and public hearing for the proposed plan amendment and rezoning to be combined, if a combined hearing is acceptable to the applicant. In such cases, the following procedures shall apply in addition to or in combination with those set forth in Part 1:

The notice of the public hearing shall be published and distributed in accordance with the procedures set forth in paragraphs 4 and 5 in Part 1; however, the public notice will include notification that the proposed rezoning will also be considered at the hearing. The notice will include any information required in a public notice for a rezoning by the Village zoning ordinance. The combined notice will constitute the first of the two (Class 2) public notices required for rezoning under the *Statutes*. The public notice will be published a second time one week after the first notice is published, unless a later time is specified in the zoning ordinance. The Village will also notify parties-in-interest as required by the zoning ordinance, and any parties that have filed a written request for rezoning notifications under Section 62.23(7)(d)(4) of the *Statutes*.

The Plan Commission will consider and act on a proposed plan amendment before considering the requested rezoning, and a separate motion will be made for a recommendation to the Village Board on the plan amendment, followed by a motion to make a recommendation to the Board on the rezoning.

The Village Board will consider and act on a proposed plan amendment before considering the requested rezoning. A separate motion will be made for action on the plan amendment, followed by a motion to act on the rezoning. If approved, separate ordinances will be adopted for the plan amendment and for the rezoning.