

RESOLUTION No. 201301

**ADOPTION OF PUBLIC PARTICIPATION PROCEDURES FOR
AMENDING THE TOWN OF LUCAS COMPREHENSIVE PLAN**

The Town Board of the Town of Lucas, Dunn County, Wisconsin, does resolve as follows:

SECTION I. RESOLUTION ADOPTED.

WHEREAS, pursuant to Sec. 66.1001, Wis. Stats., all local units of government which enact or amend zoning, subdivision, official mapping, or other land use-related ordinances on or after January 1, 2010, shall adopt a comprehensive plan; and

WHEREAS, the Town of Lucas adopted a comprehensive plan under the authority of and procedures established by Sec. 66.1001, Wis. Stats., on October 14, 2003; and

WHEREAS, the Sec. 66.1001(4)(a), Wis. Stats., requires that the Town Board adopt written procedures designed to foster and encourage public participation during the preparation or amendment of a comprehensive plan; and

WHEREAS, it is the practice and policy of the Town Board of the Town of Lucas that meaningful public involvement in the comprehensive planning process, including the amendment and revision process, is important to ensure that the Comprehensive Plan continues to reflect input and from the public; and

WHEREAS, a public participation plan has been developed that includes written procedures intended to encourage public participation in the Comprehensive Plan amendment process.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Lucas hereby adopts the following Public Participation Procedures for Amending the Town of Lucas Comprehensive Plan, satisfying the requirements of Sec. 66.1001(4)(a), Wis. Stats.:

Public Participation Procedures For Amending The Town of Lucas Comprehensive Plan

Background Information:

On October 14, 2003, the Town Board of the Town of Lucas adopted a comprehensive plan pursuant to Sec. 66.1001, Wis. Stats., which is entitled the Town of Lucas Comprehensive Plan. The Comprehensive Plan was prepared in accordance with a public participation plan adopted by the Town Board that included procedures to encourage public participation in the preparation

of a comprehensive plan. Pursuant to Sec. 66.1001(4)(a), Wis. Stats., any future amendments/revisions to the Town of Lucas Comprehensive Plan shall also be carried out in accordance with a public participation plan adopted by the Town Board and intended to foster public participation in the amendment process. The following provisions outline the process to be followed by the Town of Lucas to encourage public participation in the consideration of amendments and revisions to the Comprehensive Plan.

Required Public Participation Procedures For Comprehensive Plan Amendments:

- (a) ***Opportunities for Public Review of Amendment Materials.*** The Town will provide opportunities for public access to and review of materials explaining all proposed amendments and revisions to the Town of Lucas Comprehensive Plan, including, but not limited to, making copies available by request to the Town Clerk of materials describing proposed Plan amendments.
- (b) ***Public Informational Meeting.*** The Town Board, at its option, may schedule a public informational meeting to be held prior to the required public hearing on Plan amendments. This optional informational meeting may be conducted by the Town Board, Plan Commission or a joint meeting thereof. The public informational meeting would provide an additional opportunity for the public to review proposed Plan text amendments, maps or other information relating to the proposed amendment. No special notice or procedures requirements are mandated for such optional informational meetings; however, the Town would provide notice of any informational meeting through publication or legal posting meeting the standards of Ch. 19, Wis. Stats.
- (c) ***Mandatory Public Hearing; Notice.***
 - (1) As required by Sec. 66.1001(4)(d), Wis. Stats., the Town will hold a public hearing on proposed amendments to the Town of Lucas Comprehensive Plan. The hearing may be held by the Town Board, Plan Commission, or jointly by the Town Board and Plan Commission. The hearing will include an informational segment describing the proposed amendments followed by an opportunity for the public to offer comment on the proposed amendments. The Town Board and Plan Commission will consider public testimony provided at the hearing and any written comments submitted to the Town at or prior to the hearing during their deliberation on the proposed Plan amendment.
 - (2) The public hearing will be preceded by a Class 1 notice that is published a minimum of thirty (30) days before the public hearing is held. Pursuant to Sec. 66.1001(4)(d), Wis. Stats., the notice shall include:
 - a. The date, time, and place of the hearing;
 - b. A concise summary of the proposed Comprehensive Plan amendment and/or map illustrating the proposed amendments;
 - c. A local contact person who may be contacted for additional information regarding the proposed Plan amendment and to whom written comments regarding the Plan amendment may be submitted; and
 - d. 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.

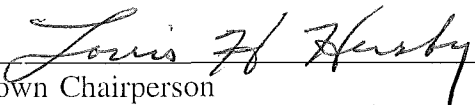
- (3) The Town Clerk will provide a copy of the public hearing notice and the proposed amendment a minimum of thirty (30) days prior to the public hearing to any person who submits a written request to receive notice of a proposed amendment under Sec. 66.1001(4)(f), Wis. Stats. The Town may charge a minimal fee to cover the cost of providing such notice. In accordance with Sec. 66.1001(4)(e), Wis. Stats., the Town Clerk will also provide notice to nonmetallic mining operators currently operating within the Town of Lucas and to persons who have registered a marketable nonmetallic mineral deposit within the Town of Lucas. The Town of Lucas will also maintain a list of persons who have submitted a written request to receive notices of the public hearings under Sec. 66.1001(4)(e)(3) and (4)(f), Wis. Stats.
- (d) **Post-Hearing Plan Commission Recommendation Resolution.** Following the public hearing, the Plan Commission will make a recommendation to the Town 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.
- (e) **Town Board Determination.**
- (1) Following the action of the Plan Commission, the Town 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, Town Board approval will be in the form of an ordinance adopted by a majority vote of the full membership of the Town Board.
 - (2) If approved by the Town Board, printed copies of the amendment will be sent by the Town Clerk to the parties listed in Sec. 66.1001(4)(b), Wis. Stats.

SECTION II. ADOPTION DATE.

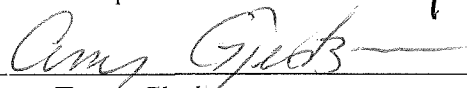
The above and foregoing Resolution was duly adopted at a meeting of the Town of Lucas Board on the 6th day of February, 2013.

Ayes 4 Noes 0 Absent 1

TOWN OF LUCAS, WISCONSIN



Town Chairperson



Attest: Town Clerk