

TOWN OF MORRISON

RESOLUTION NO. 01-2024

A RESOLUTION TO ESTABLISH PUBLIC PARTICIPATION PROCEDURES FOR
COMPREHENSIVE PLAN UPDATE

WHEREAS, the Town of Morrison has decided to prepare a comprehensive plan under the authority of and procedures established by Section 66.1001(4), Wis Stats; and

WHEREAS, Section 66.1001(4)(a), Wis. Stats, requires that the governing body of the local governmental unit adopt written procedures designed to foster public participation at every stage of comprehensive plan preparation, and that such written procedures shall provide for wide distribution of draft plan materials, and a process for the governing body to respond to such comments; and

WHEREAS, the Town of Morrison believes that regular, meaningful public involvement in the comprehensive plan process is important to assure that the resulting plan meets the wishes and expectations of the public; and

WHEREAS, the attached Town of Morrison Comprehensive Plan Update Public Participation Plan includes written procedures to foster public participation, ensure wide distribution of draft plan material, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.

NOW, THEREFORE, BE IT RESOLVED that the Morrison Town Board hereby adopts the written procedures included in the attached Town of Morrison Comprehensive Plan Update Public Participation Plan as its public participation procedures meeting the requirements of Section 66.1001(4)(a), Wis. Stats, for its current comprehensive planning efforts.

The above and foregoing Resolution was duly adopted by the Town Board of the Town of Morrison, Brown County, Wisconsin at a regular meeting held on Oct 19, 2024 by a vote of 3 ayes and 0 nays, with — members not voting.

TOWN OF MORRISON

Approved:

By: Gary Koomen
Gary Koomen, Town Chairperson

Attest: Colleen Magley
Colleen Magley, Town Clerk

APPROVED:

POSTED:

Town of Morrison 2045 Comprehensive Plan Update

Public Participation Plan

The Town of Morrison's current Comprehensive Plan was adopted in 2016. State Statute 66.1001 requires municipalities to update their comprehensive plan every 10 years. The Town has developed the following public participation plan to inform and engage the public as part of the requirements of the Comprehensive Planning state statutes (Wis. Stat. 66.1001(4)a) and the procedures required under the current Comprehensive Plan.

Public Participation Opportunities:

The Town will develop its Comprehensive Plan with opportunities for public participation including, but not limited, to the following activities:

1. Project Meetings:

- a. **Standing Committee Meetings** All meetings which involve agenda items related to the Comprehensive Plan update are anticipated to occur in open session and will be noticed according to Town's agenda posting practices.
 - I. **Plan Commission Meetings**. The Town has elected to utilize Plan Commission as the steering committee overseeing the development of the Comprehensive Plan update with the Town's planning consultant, MSA Professional Services Inc. The Plan Commission will have the responsibility for reviewing and recommending the draft Comprehensive Plan prepared by MSA. The planning process includes up to four (4) working meetings facilitated by the consultant.
 - II. **Plan Commission Public Hearing**. At least one (1) public hearing will be held on updated Comprehensive Plan prior to adoption by the Town Board as required under Wis. Stat. 66.1001(4)d.
 - III. **Town Board Meeting**. The planning process will include at least one (1) meeting attended by the consultant with the Town Board. The Town Board shall have the authority to adopt the new updated Comprehensive Plan and may hold a public hearing on the draft plan.

2. Public Engagement:

- a. **Community Survey**. The Town will provide a link to a question survey, which will be used to garner issues and opportunities input from the general public.
- b. **Stakeholder Interviews**: The Town will work with MSA to identify up to five (5) stakeholders to interview for feedback on community issues and opportunities to include in the updated comprehensive plan.
- c. **Public Open House**. A full draft plan will be presented to the public prior to Plan Commission recommendation to the Town Board.

3. Digital Engagement:

- a. **Town Website**. The Town will utilize its website to post draft plan materials, project and meeting notices, and meeting minutes as they become available.

Plan Adoption Procedures:

1. The Plan Commission shall, by majority vote, adopt a resolution recommending that the Town Board pass an ordinance to adopt the Comprehensive Plan (Wis. Stat. 66.1001(4)b).
2. Prior to adopting the Comprehensive Plan, the Town will hold at least one (1) Public Hearing on the plan. As stated

in Wis. Stat. 66.1001(4)d, the hearing must be preceded by a Class 1 notice under ch.985. a minimum of 30 days prior to the hearing. Said notice shall contain at least the following information:

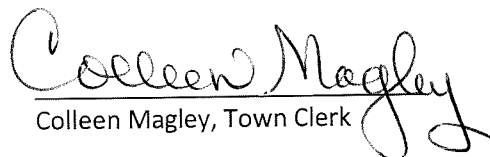
- a. The date, time and place of the hearing.
 - b. 66.1001(4)(d)2. A summary, which may include a map, of the proposed comprehensive plan or amendment to such a plan.
 - c. 66.1001(4)(d)3. The name of an individual employed by the local governmental unit who may provide additional information regarding the proposed ordinance.
 - d. 66.1001(4)(d)4. Information relating to where and when the proposed comprehensive plan or amendment to such a plan may be inspected before the hearing, and how a copy of the plan or amendment may be obtained.
3. At least 30 days before the public hearing is held the Town shall provide written notice to all of the following, as stated in Wis. Stat. 66.1001(4)e:
- a. An operator who has obtained, or made application for, a permit that is described under s. 295.12(3)d, within the jurisdiction of the Town.
 - b. A person who has registered a marketable nonmetallic mineral deposit under s. 295.20 within the jurisdiction of the Town.
 - c. Any other property owner or leaseholder who has an interest in property pursuant to which the person may extract nonmetallic mineral resources, if the property owner or leaseholder requests in writing that the Town provide the property owner or leaseholder notice of the hearing.
 - d. Any person who has submitted a request to receive notice of any proposed ordinance that affects the allowable use of property owned by the person.
4. An electronic copy of the draft plan, or notification on how to view/download a copy of the plan online, will be disseminated to neighboring jurisdictions and appropriate governments, as stated in Wis. Stat. 66.1001 (4)b, providing 30 days for written comments. A copy of the Draft Plan will be sent to:
- a. The Clerk for the following local governmental units shall receive a copy of the plan:
 - Town of Glenmore
 - Town of Holland
 - Town of Wrightstown
 - Town of Cooperstown
 - Town of Franklin
 - Town of Maple Grove
 - Brown County
 - Manitowoc County
 - b. Administrator for the Brillion, Denmark, De Pere, Reedsville, and Wrightstown School Districts
 - c. The Wisconsin Department of Administration – Division of Intergovernmental Relations
5. The Town Board, by a majority vote, shall enact the ordinance adopting the recommended plan (Wis. Stat. 66.1001(4)c). An electronic copy of the adopted plan and ordinance, or notification on how to view/download a copy of the plan online, will be disseminated to the above-mentioned governing bodies, as stated in Wis. Stat. 66.1001(4)b.

Vote: Yes 3 No 0

Adopted this 15 day of October, 2024.

Attest:


Gary Koomen, Town Chairperson


Colleen Magley, Town Clerk