

**CALL TO ORDER AND MEMBER INTRODUCTIONS**

Vice-Chairman Marchese called the meeting to order at 5:35 PM. All the members present did self-introductions.

Members Present:

Al Schlecht, Brian Biernat, Cathy Stern, Curt Rutkowski, Dave Verley, Eric Rathke, Francis Kleckner, Jerry Voigt, Jill Hapner, John Treffert, Kit Keller, Lou Hefle, Michael Heili, Nina Look, Pat Marchese, Phil Beitz, Roger Strohm and Susan Nelson

Members Excused:

Ed Beimborn, Geoff Hurtado, Lila Mueller and Ron Stadler

Members Absent:

Angie Cope, Barbara Jobs, Bob Rathsack, Jon Censky, Randy Tetzlaff, Rod Mayer, Scott Heatwole, Tim Vertz and Syl Weyker

Staff Present:

Andrew Struck - Ozaukee County - Planning, Resources and Land Management Department

Paul Roback - UW-Extension, Ozaukee County

Ben McKay - Southeastern Wisconsin Regional Planning Commission (SEWRPC)

Others Present:

Claire Vanderslice - Ozaukee County citizen

**AVAILABLE HANDOUTS**

- February 2, 2006 Public Participation Planning Element Work Group Meeting Notes
- Community Planning Resources web site print out

**ASSURANCE THAT MEETING / AGENDA WAS PROPERLY NOTICED AND ADOPTION OF AGENDA**

Vice-Chairman Pat Marchese asked staff if the meeting had been properly noticed. Andrew Struck indicated that the meeting was properly noticed and agenda posted. Vice-Chairman Marchese asked if there were any changes to the agenda. There were no changes to the agenda. Vice-Chairman Marchese asked for a unanimous consent to adopt the agenda as written. The agenda was adopted as written by unanimous consent of the Citizen Advisory Committee.

**APPROVAL OF MINUTES**

**A motion was made by Phil Beitz and seconded by Al Schlecht to approve the minutes of the December 13, 2005 meeting of the Ozaukee County Comprehensive Planning Citizen Advisory Committee as written. All members present voting aye, the motion carried unanimously.**

**UPDATE/DISCUSSION ON THE MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING PROCESS AND GRANT**

- **UPDATE ON THE APPROVED PRELIMINARY CHAPTER 2, "POPULATION, HOUSEHOLD, EMPLOYMENT TRENDS AND PROJECTIONS" OF THE COUNTY MULTI-JURISDICTIONAL COMPREHENSIVE PLAN AND THE APPROVED PRELIMINARY CHAPTER 4, "INVENTORY OF EXISTING LAND USES, TRANSPORTATION FACILITIES AND SERVICES, AND UTILITIES AND COMMUNITY FACILITIES" OF THE COUNTY MULTI-JURISDICTIONAL COMPREHENSIVE PLAN**

Andrew Struck reported that the Comprehensive Planning Board (CPB) reviewed and approved these chapters with minor revisions at their January 17, 2006 meeting. These revised chapters will be placed on the Comprehensive Planning Web Page by the end of March.

**DISCUSSION/POSSIBLE ACTION ON THE COMPREHENSIVE PLANNING CITIZEN ADVISORY COMMITTEE (CAC)**

- **UPDATE/REVIEW/POSSIBLE ACTION ON THE REVISED BY-LAWS FOR THE COMPREHENSIVE PLANNING CITIZEN ADVISORY COMMITTEE**

Andrew Struck reported that there were two changes made to SECTION 3.00. The first (A) is that the Ozaukee County Smart Growth Committee is now called the Comprehensive Planning Board. The second (B) change is that there is now a provision for removing CAC members that is based on lack of meeting attendance.

Andrew Struck then reported on the changes to SECTION 5.00. The first change (A) allows for a change in meeting rooms is allowed if notice is given 10 days prior to the meeting. The second change (G) allows Comprehensive Planning Board members to fill a CAC quorum if needed. It was suggested by Michael Heili to combine items F & G to read "If fewer than 10 members are present, than members of the Comprehensive Planning Board may act as members of the Citizen Advisory Committee to achieve a quorum." Committee members agreed to this change.

Andrew Struck reported that SECTION 6.00 was also updated to reflect the change to Element Work Groups from Ad-Hoc Work Groups.

**A motion was made by Dave Verley and seconded by Michael Heili to approve the revised CAC By-Laws with revisions. All members present voting aye, the motion carried unanimously.**

▪ **ELECTION OF OFFICERS- CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY**

Andrew Struck reported that all three of the current officers indicated that they would be willing to serve another term.

**A motion was made by Kit Keller and seconded by Jill Hapner to re-elect the same individuals to the officer positions that they are currently serving. All members present voting aye, the motion carried unanimously.**

**UPDATE/DISCUSSION/POSSIBLE ACTION ON IMPLEMENTING PUBLIC PARTICIPATION PLANS (PPP) FOR OZAUKEE COUNTY AND PARTICIPATING LOCAL GOVERNMENTS**

▪ **UPDATE ON THE ADOPTION OF LOCAL GOVERNMENT PPPS**

Andrew Struck read a list of communities that have recently adopted PPPs, which included the Town of Grafton, Village of Fredonia and the Village of Saukville. The City of Mequon and the Village of Grafton are working towards adoption.

▪ **UPDATE ON THE COMMUNITY COMPREHENSIVE PLANNING PUBLIC INFORMATIONAL MEETINGS – UPDATED SCHEDULE**

Paul Roback reported that 7 meetings have been held, which included 118 total participants. Overall, evaluations have been positive and people generally like the meeting format with the comprehensive planning element information tables.

Andrew Struck thanked CAC members and local staff for the assistance they have provided at these local meetings.

▪ **UPDATE/DISCUSSION OF THE PUBLIC PARTICIPATION PLANNING (PPP) ELEMENT WORK GROUP AND DISCUSSION/POSSIBLE ACTION ON THE SATURDAY, MAY 6, 2006 COUNTYWIDE DESIGN WORKSHOP**

Andrew Struck reported that the Public Participation Planning Element Work Group met to discuss the format for the design workshop. The minutes from this meeting were distributed. Andrew is filling out the paperwork to utilize the Grafton Elementary School (GES) gymnasium. The goal for the workshop is to make the day interactive and accessible to a diverse audience. This will be accomplished through multiple stations for participants to visit.

Station 1- Welcome: Staff will be available to assist people checking in and explain instructions. A countywide map will be available for participants to place a sticker on their house.

Station 2- Smart Board: Andrew Struck distributed a handout on the Community Planning Resources web site. This interactive Board has multiple data layers and allows participants the opportunity to experiment with several planning scenarios. Staff from the University of Wisconsin Land Information and Computer Graphics Facility (LICGF) will assist in staffing this station. About 10-15 people can participate at the same time. It was suggested to offer this station to a new group of participants every half hour or hour.

Station 3- Visual Preference Survey: A slide show will be developed and projected on a screen. Participants will be able to write their picture preferences on a survey sheet. No staff or limited staffing will be needed for this station. Susan Nelson commented that the Town Center project did something similar that participants really enjoyed.

Station 4- Inventory Data: Thematic maps will be provided. Andrew Struck reported that staff will work with CAC members to identify these maps.

Station 5- Kids Corner: Andrew Struck is working with Tom Dueppen, of the Planning Resources and Land Management Department, on developing an interactive station for youth.

Station 6- Cost implications of Development: Cluster subdivisions compared to traditional developments.

Station 7- Sustainable Development: Health implications of types of development, transportation facilities and the ability to live and work in the same community.

**Additional Committee Suggestions:**

- Cathy Stern inquired if there could be an area for local communities to display information. Andrew Struck responded that space could be provided. If the local community would like the table staffed, they will have to provide staff for the table.
- Susan Nelson inquired if a countywide map could be created with current density and people could place stick pins in the areas they would like future development to occur.
- Nina Look inquired if Interurban Trail information could be provided, which was popular in the countywide comprehensive planning public opinion survey.
- Kit Keller suggested a quality of life station, which could include Trail and health and happiness information.
- Jill Hapner suggested bluff erosion information. Andrew Struck noted that maybe we could invite Wisconsin Coastal Management Program staff and have them display their current website information. This is an update to what had been presented to the CAC sometime ago.
- Pat Marchese suggested a water resource station including watershed information. Educate people on where their drinking water comes from, what watershed they are in, etc. Andrew Struck noted that it might be possible to have staffing from the WDNR for this station. Andrew Struck will follow-up with WDNR staff.
- Kit Keller inquired if CAC members could assist her in making and providing refreshments for this event.

**Promotion Activities:**

Notify communities, libraries, local Chambers of Commerce, local economic development groups, cable access channels, school backpack programs, yard signs and banners. Depending on budget, a combination of these will be utilized.

Al Schlecht commented that publicity should motivate people to attend. "36,000 new houses- will they be in your neighborhood? Will your wells be safe?"

Cathy Stern commented that the publicity should get the information out there, but cautioned that the message should be softer.

Andrew Struck reported that the next steps are to finalize the stations, budget and timeline. A take home visual handout will be developed capturing key concepts of the day. A timeline of the planning process will also be included. Andrew passed around the Washington County Park and Open Space Plan as an example. Al Schlecht cautioned making a publication that is too professional because it can give the impression that the planning process is already finished.

Roger Strohm suggested that our priorities should be promotion, making sure we have the content and staffing for a quality event and then the take home publication.

Kit Keller suggested developing a "Planning Passport" that people will have to get stamped at each of the stations. This could be fun and get people to stop at each station.

**UPDATES FROM PARTICIPATING LOCAL GOVERNMENTS**

- Town of Grafton- recently contracted with the Planning and Design Institute (PDI) for comprehensive planning assistance.
- Village of Saukville- SEWRPC is reviewing the revised urban service area. Working on transportation network, downtown redevelopment plan, POD overlay for Foster Commons and completed a Village wide planning survey.
- City of Mequon- Presented survey results to the Common Council. The next step is to develop a 5-year community plan.
- Village of Newburg- Reviewing current zoning and increasing communications with surrounding towns.
- City of Port Washington- Their local CAC established vision and goals based on the information from the public information meeting and survey.
- Village of Grafton- Developing a survey and are still under a lot of development pressures.

**UPDATE/REPORT OF THE COMPREHENSIVE PLANNING TECHNICAL STAFF WORK GROUP, COUNTY COMPREHENSIVE PLANNING BOARD, ENVIRONMENT AND LAND USE COMMITTEE AND OZAUKEE COUNTY BOARD OF SUPERVISORS**

Andrew Struck commented that the Comprehensive Planning Board approved Chapters II and IV of the County Comprehensive Plan. Chapter III will be on the next CPB agenda on March 21, 2006.

Pat Marchese inquired if the County keeps track of Century Farms. He noted that they could be considered a cultural resource. Staff will look into this item.

**2004 WDOA - WISCONSIN COASTAL MANAGEMENT PROGRAM - COASTAL RESOURCES AND COMMUNITY PLANNING GRANT FOR OZAUKEE COUNTY**

- UPDATE ON THE LAND AND WATER RESOURCE MANAGEMENT PLAN FOR OZAUKEE COUNTY AND ANNOUNCEMENT- PUBLIC HEARING FOR THE OZAUKEE COUNTY LAND AND WATER RESOURCE MANAGEMENT (LWRM) PLAN- FEBRUARY 27, 2006 AT 1:00 PM IN THE COUNTY ADMINISTRATION CENTER-AUDITORIUM

Andrew Struck commented that this is the rescheduled public hearing for the Land and Water Resource Management Plan. He further noted that much of the inventory data in the LWRM Plan is from the Comprehensive Planning process.

**PLANNING NEWS/EDUCATIONAL AND OUTREACH RESOURCES**

Andrew Struck commented that there will be a Watershed Planning Conference on March 2, 2006. The Public Policy Forum is holding an event on February 22, 2006.

**PUBLIC COMMENT**

Claire Vanderslice, citizen Ozaukee County, addressed the CAC. Claire is concerned that the world treats rain water as a waste product and that we need to think of new ways to address this issue. Today, due to development, the rain water can not be absorbed into the ground to become part of the hydrologic cycle.

Pat Marchese thanked Claire for her comments and informed her that we will be addressing this in future chapters. Andrew Struck added that at the next CPB meeting, Chapter III will be reviewed, which looks at the existing situation for groundwater and water resources.

**WRITTEN COMMUNICATIONS**

No written communications to report.

**CPB REPORT/LOGIN REPORT/ COMMUNITY E-MAIL UPDATES**

Countywide Design Workshop on Saturday, May 6, 2006

**ANY OTHER BUSINESS AS ALLOWED BY LAW**

Kit Keller suggested that the May 6<sup>th</sup> Design Workshop should be promoted to the Local Ozaukee Government Information Network (LOGIN) and at the First Friday's Forums.

**NEXT MEETING DATES: TUESDAY, APRIL 4, 2006**

A revised list of meeting dates was included in the committee packet.

**ADJOURNMENT**

**A motion was made by Michael Heili and seconded by Al Schlecht to adjourn the meeting. All present voting aye, the motion carried unanimously. The meeting adjourned at 7:32 PM.**

*Respectfully recorded and submitted by Paul Roback, Ben McKay, Nancy Anderson and Andrew Struck as proofed by Pat Marchese, Vice-Chairman.*