

1. CALL TO ORDER

Chairman Tom Richart called the meeting to order at 1:02 PM. Comprehensive Planning Board members present were Tom Richart, Bob Walerstein, Al Kletti, Cindy Bock, Tim Kaul, and alternate Glenn Stumpf. Additionally, County Supervisor Jennifer Rothstein was also present. Staff present included: Andrew Struck, Nicole Sidoff, Penelope Gabor, Emily Weseman, Tom Meaux and Andy Holschbach, Ozaukee County; and Ben McKay, Southeastern Wisconsin Regional Planning Commission (SEWRPC).

2. ASSURANCE THAT THE MEETING WAS PROPERLY NOTICED / ADOPTION OF AGENDA

Chairman Tom Richart asked staff if the meeting had been properly noticed and agenda posted. Andrew Struck noted that the meeting was properly noticed and agenda posted.

Motion made by Supervisor Walerstein and seconded by Supervisor Kletti to adopt the agenda as printed. All members present voting aye, motion carried unanimously.

3. APPROVAL OF MINUTES

Motion made by Supervisor Bock and seconded by Supervisor Kaul to approve the minutes for the November 18, 2008 Comprehensive Planning Board meeting as written. All members present voting aye, motion carried unanimously.

4. UPDATE/DISCUSSION/POSSIBLE ACTION ON THE MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING PROCESS, WDOA COMPREHENSIVE PLANNING GRANT AND THE MULTI-JURISDICTIONAL COMPREHENSIVE PLAN FOR OZAUKEE COUNTY: 2035

▪ **UPDATE ON THE WISCONSIN DEPARTMENT OF ADMINISTRATION – MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING GRANT EXTENSION**

Andrew Struck stated that both the letter sent to the Department of Administration regarding the grant extension and the DOA's response letter were included in the packet. The DOA awarded the "no-cost" grant extension to July 12, 2009.

▪ **UPDATE AND DISCUSSION ON THE STATUS AND TIMELINE FOR THE ADOPTION OF THE LOCAL GOVERNMENT COMPREHENSIVE PLANS**

Andrew explained the map included in the packet, prepared by SEWRPC, which indicates known progress on comprehensive planning throughout southeastern Wisconsin. The status of Ozaukee County and throughout the region was discussed.

Andrew reviewed the updated spreadsheet of local government adoption processes, which was included in the packet. Supervisor Bock inquired as to public attendance at the hearings. Andrew replied that public turnout at the meetings was low.

Andrew noted that the City of Mequon has received Plan Commission and Common Council approval for half of their Element Chapters and the City is anticipated to be ready for adoption on March 10, 2009 at their regular Common Council meeting. Due to the City planner recently returning from maternity leave, the City may have difficulty meeting that deadline.

Andrew reviewed all additional municipalities and their adoption status and stated that he anticipates that all local governments will have an adopted plan by mid-March.

Supervisor Stumpf inquired on the procedure for incorporating the City of Cedarburg plan. Andrew explained that the City did not participate in the multi-jurisdictional planning process, so the City's plan was completed by a private consultant and City staff. As a result of planning statutory requirements, the County is required to accept the City of Cedarburg Comprehensive Plan "as is". Therefore, the County has incorporated the City of Cedarburg's planned land use map into the County planned land use map. Andrew noted; however, that all the inventory information and mapping that was prepared for the participating communities was not generated for the City of Cedarburg.

Supervisor Walerstein inquired as to the repercussions if the local government plans are not adopted and the grant is not closed out by the July 12th deadline. Andrew explained that the remainder of the funds from the DOA would not be distributed, and the County would lose 25% of the total grant, which amounts to approximately \$94,000.

▪ **UPDATE AND DISCUSSION ON THE TIMELINE FOR THE MULTI-JURISDICTIONAL COMPREHENSIVE PLANNING PROCESS FOR OZAUKEE COUNTY: 2035, ADOPTION OF AMENDMENTS TO THE COUNTY COMPREHENSIVE PLAN AND FINAL PRINTING OF THE COUNTY COMPREHENSIVE PLAN WITH AMENDMENTS**

Andrew noted the handout in the packet entitled, "Ozaukee County Comprehensive Plan – Schedule for Land Use Plan Map Amendment and Report Production" and explained the two timeline options for printing the County Plan. The printing of the final County Plan has been postponed in order to incorporate any possible changes in local planned land use maps. Both options ensure that a report is published by the grant deadline. The first option includes having a printed hardcopy report by the deadline, while the second only includes a digital copy by July 12th, with hardcopy printing and distribution to take place at a later date.

▪ **UPDATE AND DISCUSSION ON THE PUBLIC OUTREACH COMMITTEE (POC) FOR THE MULTI-JURISDICTIONAL COMPREHENSIVE PLAN FOR OZAUKEE COUNTY AND INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION (ICMA) GRANT SUBMITTAL**

Nicole explained the progress of the Public Outreach Committee (POC). She noted that the last meeting, which occurred in late November 2008, was very productive. POC members brainstormed activities and target audiences for public outreach activities. She referred to the program rankings included in the packet, which shows the prioritization of possible activities. The top two ideas, information on local public access channel and a catchy, user-friendly website, have both been discussed previously as something that the POC is interested in doing.

Nicole also explained the grant proposal for the ICMA Library Innovation Grant, which the County applied for in cooperation with Weyenburg Library in Mequon-Thiensville. The project proposal involves the development of an Ozaukee.gov web portal where County residents, namely City of Mequon and Village of Thiensville residents to begin with, can search for a topic of interest and/or relevant comprehensive planning inventory data instead of a department, which will be more user-friendly. This grant application has helped to build some great relationships with Weyenburg Library staff and officials in the City of Mequon and Village Thiensville. Andrew went on to explain that even if the grant is not awarded to Ozaukee County, they will still benefit from the increased cooperation between the County, Library, City of Mequon, and Village of Thiensville, and will go forward with some parts of the project, particularly as it relates to making the information, data and mapping of the local and County comprehensive plans more available.

5. DISCUSSION AND POSSIBLE ACTION ON RESOLUTION FOR THE CREATION OF A LAND PRESERVATION BOARD

Supervisor Kaul explained that after the last Comprehensive Planning Board meeting he and Andrew developed the resolution, included in the packet, for the establishment of a Land Preservation Board. This resolution went before the Environment and Land Use Committee and was very well received. Several questions regarding different aspects of the Land Preservation Board were discussed including membership make-up, appointment process and reporting.

Supervisor Kaul suggested that Ozaukee County proceed with creating a Land Preservation Board with the hope that some money will be available from the State of Wisconsin for funding. There was a discussion of who would make up this board and which groups should be represented. CPB members discussed representation by farmers and real estate developers. Supervisor Bock recommended seven members and two alternates for the Board.

A motion was made by Supervisor Bock to approve the conceptual support of the resolution with further edits to the membership, reporting and reworking by the ELU committee, and seconded by Supervisor Kletti. All members present voting aye, motion carried unanimously.

6. UPDATE ON PLANNING NEWS AND EDUCATIONAL & OUTREACH RESOURCES

Andrew spoke about the refinement of the groundwater recharge map, which is already included in the Comprehensive Plan. The changes, therefore, will need to be made as an amendment.

Andrew also made note of the article in the WAPA newsletter that reviewed the presentation given at UWM regarding Ozaukee County Smart Growth.

Andrew also announced that he has been asked to serve on the Regional Housing Advisory Committee, which will be involved in SEWRPC's efforts to develop a regional housing plan for Southeastern Wisconsin.

Andrew also mentioned the Working Lands Initiative / Agricultural Land Preservation Workshop at the Town of Saukville – Town Hall scheduled for February 6, 2009 at 2:30 – 4:30 PM.

Andrew also mentioned the next First Fridays Forum on "Going Green" at MATC – North.

7. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

There were no public comments and no written communications presented.

8. NEXT MEETING DATE(S)

Chairman Richart indicated that in the near future, Tuesdays do not work for him. Tom Meaux suggested meeting after the County Board meeting on Wednesday March 18th. There was discussion on the date. The next meeting date will be on Wednesday, March 18th, to begin 30 minutes after the County Board meeting ends.

9. ADJOURNMENT

A motion was made by Supervisor Bock and seconded by Supervisor Kletti to adjourn the meeting. All members present voting aye, the motion carried unanimously. Meeting adjourned at 2:45 PM.

Respectfully recorded and submitted by Emily Weseman, Nicole Sidoff, Penelope Gabor, and Andrew Struck.