

Village of Hortonville 2045 Comprehensive Plan Update Public Participation Plan

The Village of Hortonville's current Comprehensive Plan was adopted in 2014. State Statute 66.1001 requires municipalities to update their comprehensive plan every 10 years. The Village 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).

Public Participation Opportunities:

The Village 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 Village's agenda posting practices.
 - I. **Plan Commission Meetings**. The Village has elected to utilize Plan Commission as the steering committee overseeing the development of the Comprehensive Plan update with the Village'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 five (5) working meetings facilitated by the consultant.
 - II. **Village Board Meeting**. The planning process will include at least one (1) meeting attended by the consultant with the Village Board. The Village Board shall have the authority to adopt the new updated Comprehensive Plan and may hold a public hearing on the draft plan.
 - III. **Public Hearing**. At least one (1) public hearing will be held on the updated Comprehensive Plan prior to adoption by the Village Board as required under Wis. Stat. 66.1001(4)d.

2. Project Survey:

- a. **Community Survey**. The Village will provide a link to a question survey, which will be used to garner issues and opportunities input from the general public.

3. Digital Engagement:

- a. **Village Website**. The Village 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 Village Board shall, by majority vote, pass an ordinance to adopt the Comprehensive Plan (Wis. Stat. 66.1001(4)b).
2. Prior to adopting the Comprehensive Plan, the Village 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 Village 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 Village.
 - b. A person who has registered a marketable nonmetallic mineral deposit under s. 295.20 within the jurisdiction of the Village.
 - 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 Village 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 Ellington
 - Town of Hortonville
 - Town of Dale
 - Town of Greenville
 - Outagamie County
 - b. Hortonville Public Library
 - c. East Central Wisconsin Regional Planning Commission (East Central)
 - d. The Wisconsin Department of Administration – Division of Intergovernmental Relations
 5. The Village 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.

VILLAGE OF HORTONVILLE

RESOLUTION NO. R-20-23

A RESOLUTION TO ESTABLISH PUBLIC PARTICIPATION PROCEDURES FOR
COMPREHENSIVE PLAN UPDATE

WHEREAS, the Village of Hortonville 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 Village of Hortonville 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 Village of Hortonville 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 Hortonville Village Board hereby adopts the written procedures included in the attached Village of Hortonville 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 Village Board of the Village of Hortonville, Outagamie County, Wisconsin at a regular meeting held on 9-21-23 by a vote of 7 ayes and 0 nays, with 0 members not voting.

VILLAGE OF HORTONVILLE

Approved:

By: 
Jeanna Bellile, Village President

Attest: 
Jane Booth, Village Clerk

APPROVED:

POSTED:

U-08-24

An Ordinance to Update and Adopt the Comprehensive Plan of the Village of Hortonville, Outagamie County, Wisconsin.

The Village Board of the Village of Hortonville, Outagamie County, Wisconsin, do ordain as follows:

Section 1. Pursuant to section 62.23(2) and (3) of the Wisconsin Statutes, the Village of Hortonville is authorized to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

Section 2. Prior to beginning the process to update the Village's previously adopted 2014 Comprehensive Plan, the Village Board adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes.

Section 3. The Village Board of the Village of Hortonville assigned the Plan Commission to prepare an update to the Village's Comprehensive Plan.

Section 4. The Plan Commission has recommended the draft Village of Hortonville 2045 Comprehensive Plan for adoption by the Village Board.

Section 5. The Plan Commission of the Village of Hortonville has adopted a resolution recommending to the Village Board adoption of the document entitled "Village of Hortonville 2045 Comprehensive Plan," containing all the elements specified in section 66.1001(2) of the Wisconsin Statutes.

Section 6. The Village Plan Commission has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

Section 7. The Comprehensive Plan may be used as the basis for, among other things, official mapping, local subdivision regulations, general zoning ordinances, shoreland/wetland zoning, and as a guide for approving or disapproving actions affecting growth, development, conservation, and recreation within the jurisdiction of the Village of Hortonville and its extraterritorial plat review area.

Section 8. The Village Board of the "Village of Hortonville 2045 Comprehensive Plan," pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

Section 9. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Village Board and [publication/posting] as required by law.

ADOPTED THIS 18TH DAY OF JULY 2024

Ayes 7

Nays 0


Jeanne Bellile, Village President


Jane Booth, Village Clerk/Treasurer

Dated: 7-18-24