



TOWN & VILLAGE OF BLACK CREEK

2036 COMPREHENSIVE PLAN

July 2016



Town of Black Creek
2015 Update Comprehensive Plan

PUBLIC PARTICIPATION PROCEDURES AND PLAN ADOPTION

Introduction

In order for the public to be kept informed throughout the process of updating the *2006 Town of Black Creek Comprehensive Plan*, and to meet the requirements of Wisconsin's Comprehensive Plan (Ch. 66.1001(4)(a) Wis. Stats.), the Town of Black Creek has prepared the following public participation plan.

Comprehensive Planning Law Requirements

"The governing body of a local government unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for wide distribution of proposed, alternative or amended elements of a comprehensive plan and shall provide an opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments."

Intent

The Town of Black Creek, in its comprehensive plan update process, desires to make the opportunity for public participation, input and contribution available to its residents and to all interested and/or potentially affected parties, public and private, within and surrounding the Town of Black Creek. The Town will develop a fair, consensus-based plan that balances private and community interests in order to achieve the desired future for the town.

Public Participation Procedures

The Town of Black Creek, Outagamie County, Wisconsin, in order to provide the greatest amount of public involvement possible, and to meet the provisions of Ch. 66.1001(4) (a) Wis. Stats., has adopted the following Public Participation Procedures. It is the intent of these procedures to provide opportunities for the public to be meaningfully involved in the planning process throughout the *2015 Update of the Town of Black Creek Comprehensive Plan*.

PUBLIC PARTICIPATION PLAN

Town of Black Creek 2015 Update Comprehensive Plan

The Town Board designated the Town of Black Creek Plan Commission as the appropriate representative body to initiate this public involvement effort. The Plan Commission in accordance, with the requirements of Ch. 66.1001(4)(a) Wis. Stats., will:

- Hold a Kick-off Meeting to begin the plan update process
- Hold a public Intergovernmental Meeting
- Hold regularly scheduled meetings of the Plan Commission to review amended Comprehensive Plan Chapters and Maps
- Hold one Open House
- Hold one Public Hearing
- Post all meeting announcements and summaries and draft plan elements and maps to the Town of Black Creek and Community Planning & Consulting websites
- Make available to the public, information about the planning process and copies of plan documents. This information shall be made available in the most suitable variety of media possible, including postcards, newsletters, public meetings, and on the above mentioned websites
- Record meeting attendance through sign-in sheets as part of the record for all meetings. Each person attending plan process meetings, including Town Board members, Plan Commissioners, consultants, and the general public shall sign in
- Recommend to the Town of Black Creek Board of Supervisors the adoption of these Public Participation Procedures
- Actively solicit comments and suggestions from the residents and property owners of the town, neighboring towns, school districts, Outagamie County, East Central Wisconsin Regional Planning Commission, Wisconsin Department of Natural Resources, Wisconsin Department of Transportation, the general public and all other interested parties
- Accept written comments from residents, landowners, and other interested parties throughout the planning process
- Conduct the required public hearing on the plan

All meetings related to the comprehensive plan shall be open to the public and duly posted pursuant to Ch. 985.02(2) Wis. Stats. The public notice announcing the required public hearing on the plan shall be published as a Class 1 notice, pursuant to Ch. 985.02(1) Wis. Stats., at least 30 days prior to the hearing. The Class 1 notice shall include the following: (1) date, time and place of the hearing, (2) a brief summary of the *Recommended Town of Black Creek Comprehensive Plan*, (3) the name of the town representative who may provide additional information regarding the plan, and (4) where and when a copy of the updated comprehensive plan may be viewed prior to the hearing, and how a copy of the plan may be obtained.

Copies of the *2015 Update of the Town of Black Creek Comprehensive Plan* shall be made available for viewing by the general public at the same time as the hearing notice is published. Copies of the proposed plan shall be available at the office of the Town Clerk and on the websites. After the notice of the public hearing has been published, persons wishing to submit written comments on the plan may do so until one week prior

Town of Black Creek 2015 Update Comprehensive Plan

to the public hearing. Written comments on the plan should be submitted to the Town Clerk. Written comments received prior to the public hearing will be addressed at the hearing and will be given the same weight as oral testimony. A review of all proposed revisions to the *2015 Update of the Town of Black Creek Comprehensive Plan* will be completed at the public hearing. All approved revisions will be posted to the websites and included in the official minutes of the public hearing.

Plan Adoption

Town Board

The Town Board has established a Town Plan Commission in accordance with the requirements of Ch. 66.1001(4)(a) Wis. Stats. This Planning Committee will be responsible for the completion of the Town of Black Creek Comprehensive Plan update and a recommendation to the Town Board for its approval and adoption.

Based on the recommendation of the Plan Commission and comments received from persons in attendance, the Town Board, by majority vote, shall enact an ordinance adopting the *2015 Update of the Town of Black Creek Comprehensive Plan*. A copy of the ordinance and adopted plan shall be sent to neighboring units of government, local school districts, special purpose districts serving residents of the town, Outagamie County, Bay Lake Regional Planning Commission, Wisconsin Department of Natural Resources, Wisconsin Department of Transportation, Wisconsin Department of Administration and the nearest public library. A copy of the adoption ordinance shall be available with the plan for inspection at the office of the Town Clerk. CD copies of the updated plan may be purchased from the Town Clerk at a cost of \$7.50 each. Black and white bound copies of the updated plan may be purchased from the Town Clerk at a cost of \$45.00 each. Full color bound copies of the plan may be purchased from the Town Clerk at a cost of \$150.00 each.

Plan Commission

The Town of Black Creek Plan Commission shall assist the Town Board in implementing the provisions of the *2015 Update of the Town of Black Creek Comprehensive Plan*.

From time to time, but not less than once every five (5) years, the Plan Commission shall review the comprehensive plan for potential changes, additions, amendments, or corrections. The Plan Commission shall also be responsible for recommending comprehensive plan amendments to the Town Board on a majority vote of its entire membership.

Village of Black Creek
2015 Update Comprehensive Plan

PUBLIC PARTICIPATION PROCEDURES AND PLAN ADOPTION

Introduction

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Comprehensive Planning Law Requirements

"The governing body of a local government unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for wide distribution of proposed, alternative or amended elements of a comprehensive plan and shall provide an opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments."

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Village of Black Creek 2015 Update Comprehensive Plan

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Public Participation Procedures

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TOWN OF BLACK CREEK, OUTAGAMIE COUNTY, WISCONSIN

**AN ORDINANCE ADOPTING THE AMENDED
TOWN OF BLACK CREEK COMPREHENSIVE
PLAN.**

STATE OF WISCONSIN

Town of Black Creek, Outagamie County

SECTION I – TITLE AND PURPOSE

The title of this ordinance is the Town of Black Creek Comprehensive Plan Ordinance. The purpose of this ordinance is for the Town of Black Creek, Outagamie County, Wisconsin, to lawfully adopt an amended comprehensive plan as required under Chapter 66.1001(4)(c), Wis. stats.

SECTION II – AUTHORITY

The Town Board of the Town of Black Creek, Outagamie County, Wisconsin, has authority under its village powers under s. 60.22, Wis. stats., to appoint a town plan commission under Chapters 60.62(4) and 62.23(1), Wis. stats., and under Chapter 66.1001(4), Wis. stats., to adopt this ordinance. The comprehensive plan of the Town of Black Creek must be in compliance with Chapter 66.1001(4)(c), Wis. stats., in order for the Town Board to adopt this ordinance.

SECTION III – ADOPTION OF ORDINANCE

This ordinance, adopted by a majority of the Town Board on a roll call vote with a quorum present and voting and proper notice having been given, provides for the adoption by the Town of Black Creek a comprehensive plan under Chapter 66.1001(4), Wis. stats.

SECTION IV – PUBLIC PARTICIPATION

The Town Board has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by Chapter 66.1001(4)(a), Wis. stats.

SECTION V – TOWN PLAN COMMISSION RECOMMENDATION

The Plan Commission of the Town of Black Creek, by a majority vote of the entire commission, recorded in its official minutes, has adopted a resolution recommending to the Town Board the adoption of the Joint Town and Village of Black Creek Comprehensive Plan, which contains all of the elements specified in Chapter 66.1001(2), Wis. stats.

SECTION VI – PUBLIC HEARING

The Town of Black Creek has held at least one public hearing on this ordinance, with notice in compliance with the requirements of Chapter 66.1001(4)(d), Wis. stats.

SECTION VII – ADOPTION OF TOWN COMPREHENSIVE PLAN

The Town Board, by the enactment of this ordinance, formally adopts the document entitled Joint Town and Village of Black Creek Comprehensive Plan under Chapter 66.1001(4)(c), Wis. stats.

SECTION VIII – SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given

ADOPTION ORDINANCE

effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION IX -- EFFECTIVE DATE

This ordinance is effective on publication or posting.

The Town Clerk shall properly post or publish this ordinance as required under Chapter 60.80, Wis. stats., and a copy of the ordinance and the comprehensive plan, shall be filed with at least all of the entities specified under Chapter 66.1001(4)(b), Wis. stats.

Adopted this 11th day of July, 2016.

Dan Knutzen 7/11/16
Dan Knutzen, Chairman Date

Dan Rettler 7/11/16
Daniel Rettler, Supervisor Date

Tom Neubert 7/11/16
Tom Neubert, Supervisor Date

Attest:

Karen Herman 7/11/16
Karen Herman, Clerk Date

VILLAGE OF BLACK CREEK, OUTAGAMIE COUNTY, WISCONSIN

**AN ORDINANCE ADOPTING THE AMENDED
VILLAGE OF BLACK CREEK COMPREHENSIVE
PLAN.**

STATE OF WISCONSIN

Village of Black Creek, Outagamie County

SECTION I – TITLE AND PURPOSE

The title of this ordinance is the Village of Black Creek Comprehensive Plan Ordinance. The purpose of this ordinance is for the Village of Black Creek, Outagamie County, Wisconsin, to lawfully adopt an amended comprehensive plan as required under Chapter 66.1001(4)(c), Wis. stats.

SECTION II – AUTHORITY

The Village Board of the Village of Black Creek, Outagamie County, Wisconsin, has authority under its village powers under s. 61.34, Wis. stats., to appoint a Village plan commission under Chapters 61.35, Wis. stats., and under Chapter 66.1001(4), Wis. stats., to adopt this ordinance. The comprehensive plan of the Village of Black Creek must be in compliance with Chapter 66.1001(4)(c), Wis. stats., in order for the Village Board to adopt this ordinance.

SECTION III – ADOPTION OF ORDINANCE

This ordinance, adopted by a majority of the Village Board on a roll call vote with a quorum present and voting and proper notice having been given, provides for the adoption by the Village of Black Creek a comprehensive plan under Chapter 66.1001(4), Wis. stats.

SECTION IV – PUBLIC PARTICIPATION

The Village Board has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by Chapter 66.1001(4)(a), Wis. stats.

SECTION V – VILLAGE PLAN COMMISSION RECOMMENDATION

The Plan Commission of the Village of Black Creek, by a majority vote of the entire commission, recorded in its official minutes, has adopted a resolution recommending to the Village Board the adoption of the Joint Village and Village of Black Creek Comprehensive Plan, which contains all of the elements specified in Chapter 66.1001(2), Wis. stats.

SECTION VI – PUBLIC HEARING

The Village of Black Creek has held at least one public hearing on this ordinance, with notice in compliance with the requirements of Chapter 66.1001(4)(d), Wis. stats.

SECTION VII – ADOPTION OF VILLAGE COMPREHENSIVE PLAN

The Village Board, by the enactment of this ordinance, formally adopts the document entitled Joint Village and Village of Black Creek Comprehensive Plan under Chapter 66.1001(4)(c), Wis. stats.

SECTION VIII – SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given

ADOPTION ORDINANCE

effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION IX – EFFECTIVE DATE

This ordinance is effective on publication or posting.

The Village Clerk shall properly post or publish this ordinance and a copy of the ordinance and the comprehensive plan, shall be filed with at least all of the entities specified under Chapter 66.1001(4)(b), Wis. stats.

Adopted this 9th day of May, 2016.

Steven Rettler 5-9-16
Steven Rettler, President Date

Andrew Schmidt 5/9/16
Andrew Schmidt, Trustee Date

Paul Rottler 5/9/16
Paul Rottler, Trustee Date

Terry Rettler 5/9/16
Terry Rettler, Trustee Date

John Minlschmidt 5/9/16
John Minlschmidt, Trustee Date

Andy Gleason 5/9/16
Andy Gleason, Trustee Date

Kathy Pasch 5/9/16
Kathy Pasch, Trustee Date

Attest:

Rochelle Oskey 5/9/16
Rochelle Oskey, Clerk Date

