

**WASHINGTON ISLAND ZONING & PLANNING
COMMITTEE MEETING - Meeting Minutes
Wednesday October 11, 2023
Rutledge Room, Washington Island**

1. CALL TO ORDER: The meeting was called to order at 6:30 PM by Chairman Doug Hansen

MEMBERS PRESENT: Michael Kickbush, Doug Hansen, Connie Smith, Larry Kahlscheuer, Susan Buchanan

MEMBERS ABSENT: Andrew Kehren

OTHERS PRESENT: Peter Sownie, Hans Lux, unknown man

2. APPROVAL of AGENDA: The agenda was approved as written. Motion by Kickbush, 2nd by Smith. **Motion passed** unanimously.

3. APPROVAL OF MINUTES: The minutes September 27, 2023 meeting were approved as written. Motion by Smith, 2nd by Kickbush. **Motion passed** unanimously.

4. CORRESPONDENCE:

ACTION ITEMS:

5. a. TOW Comprehensive Plan – Review Previous Meeting minutes.

5. b. TOW Comprehensive Plan – Mail in survey discussion. Proposed a remaining schedule to get survey mailed by November 1, 2023 with a deadline to finish and return to the town by November 10, 2023. Tabulation to occur by the end of November. Doug has talked to the Women’s and Lions Clubs about helping to tabulate. Follow up with school for help tabulating. WIZAP will look at a final draft of the survey on 10/23.

Motion was made by Kickbush, 2nd by Smith to recommend to the Town Board that it **use the Washington Island Observer to print, fold and supply paper and mailing envelopes for the TOW Comprehensive Plan Survey.** Motion passed unanimously.

Motion was made by Hanson, 2nd by Smith to recommend to the Town Board that it **supply both a stamped mailing envelope and self addressed stamped return envelope for the TOW Comprehensive Plan Survey.** Motion passed unanimously

5. c. TOW Comprehensive Plan – Discussion of mailing the survey vs. online survey. Hans suggested that the surveys could be coded so that mail out surveys could be answered on line. Mail out survey is to sample the preferences of property owners and voters. Virtual survey (without code) could be used to sample the preferences of the rest of interested respondents such as students, tourists and/or visitors. Mention was also made of a drop box in the town office to help expedite the process.

Discussion of the 2007 Comp. Plan survey questions, new questions from the Town’s committees and WIZAP members. Suggested questions from Margaret Foss, Steve Reiss, Laura Hale, the school, Emily Small and WIZAP members were considered and added to the draft of survey questions. TOW Comp. Plan website to be updated as tabulation occurs and link for virtual survey is made public.

5. d. Opening for WIZAP Committee – No action taken.

6. REPORTS/ANNOUNCEMENTS: None.

7. COMMUNITY INPUT: None.

8. BOARD INPUT: None.

9. NEXT MEETING: October 23, 2023 at 6:30pm.

10. ADJOURNMENT: Motion by Smith to adjourn, 2nd by Kickbush. Motion passed unanimously. Meeting was adjourned at 8:27 pm.

Respectfully submitted,

Michael G. Kickbush AIA
Secretary
Washington Island Zoning & Planning Committee