

**WASHINGTON ISLAND ZONING AND PLANNING
COMMITTEE MEETING
September 27, 2023 – 6:30pm
Washington Island Community Center Rutledge Room &
Virtual Option, Call in Instructions Below
AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES** of the September 12, 2023 meeting
- 4. CORRESPONDENCE:**
- 5. ACTION ITEMS**
 - a. Town of Washington Comprehensive Plan Discussion Only**
Review of previous meeting.
 - b. Town of Washington Comprehensive Plan Discussion/ Motion**
Mail In Community Wide Survey discussion. Discuss how to do it, who would do it and when it will happen.
 - c. Town of Washington Comprehensive Plan Discussion/ Motion**
Discussion of 2007 Washington Island Comprehensive Planning Survey Questions and Other Communities' Surveys and Comprehensive Plans. Discuss and decide what questions to reuse from the 2007 Comprehensive Planning Survey and which of the 9 goals and objectives these survey questions apply to.
 - d. Opening for WIZAP Committee Discussion/Motion**
- 6. REPORTS/ANNOUNCEMENTS**
- 7. COMMUNITY INPUT**
- 8. BOARD INPUT**
- 9. NEXT MEETING:** Suggestions?
- 10. ADJOURN**

MORE THAN TWO TOWN BOARD MEMBERS MAY BE PRESENT
WISCONSIN'S OPEN MEETINGS LAW NOTICE (WIS.STAT. §19.84)
Posted September 22, 2023

THE PUBLIC IS WELCOME

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www.washingtonisland-wi.gov

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**WASHINGTON ISLAND ZONING & PLANNING
COMMITTEE MEETING - Meeting Minutes
Tuesday September 12, 2023
Rutledge Room, Washington Island**

1. CALL TO ORDER: The meeting was called to order at 6:31 PM by Chairman Doug Hansen

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

MEMBERS ABSENT: None

OTHERS PRESENT: Andy Kehren, Peter Sownie, Liz Louis, Sarah Gordon, Loren Roznai, Jim Morris, Kathy Morris, Ardis Hanson, Jeanie Kokes, Jenni, Margaret Foss, John Larsen

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 August 23, 2023 meeting were approved as written. Motion by Smith, 2nd by Kickbush. **Motion passed** unanimously.

4. CORRESPONDENCE: E-mails from Bay Lake re: TOW Comprehensive Plan.

ACTION ITEMS:

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

5. b. TOW Comprehensive Plan – The motion to recommend to the TOW that they conduct a mail in survey that gets mailed to property owners and is made available to registered voters was made by Mike Kickbush, 2nd by Connie Smith. **Motion passed unanimously.** Discussion mentioned not wanting to be cookie cutter plan, cover the 9 areas of smart growth and involve the school as a service project. A virtual survey would not reach as many community members and may produce inaccurate results.

Follow up with Bay Lake on how to coordinate a mail in survey with them and when to make TOW Comprehensive Plan web site public.

5. c. TOW Comprehensive Plan – Discussion of the Economic Development Committee’s suggested housing questions.

- Previous TOW planning documents have discussed the challenges with finding attainable housing on Washington Island.
- Suggested EDC housing survey questions seem to overlap housing related questions that were asked in the 2007 TOW Comprehensive Planning Survey.
- Results from that survey indicates the communities’ preference is to not have large scale housing developments while also acknowledging the need for housing.
- Recent changes to the Door Co. Zoning Ordinance have relaxed Conditional Use Permit Requirements for Multiple Occupancy Developments and secondary dwelling units.
- Regulate short term rentals?
- Various programs are available for helping to pay mortgages and rent.
- Housing & School population are connected.

5. d. TOW Comprehensive Plan – Discussion of 2007 Comprehensive Plan Survey

- Reuse 2007 Comprehensive Plan Survey in part or in whole.
- The survey needs to inform the 9 goals and objectives of smart growth.
- If the 2007 Comprehensive Plan Survey is missing questions to inform any of the 9 goals and objectives of smart growth, new questions will be written to cover those areas.
- Consideration should be given to what has changed since the 2007 survey and updating questions accordingly.
- Suggestion was made to look at Gibraltar, Jacksonport and Sevastopol's recent Comprehensive plan and survey questions.
- The next 2 WIZAP meetings will discuss survey questions.

6. REPORTS/ANNOUNCEMENTS: None.

7. COMMUNITY INPUT: None.

8. BOARD INPUT: None.

9. NEXT MEETING: September 27 at 6:30pm.

10. ADJOURNMENT: Motion by Smith to adjourn, 2nd by Hanson. Motion passed unanimously. Meeting was adjourned at 7:43 pm.

Respectfully submitted,

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

SUMMARY OF WISCONSIN COMPREHENSIVE PLANNING REQUIREMENTS

In 1999, the Wisconsin Legislature enacted legislation that expanded the scope and significance of comprehensive planning in the State. The legislation, sometimes referred to as the State's "Smart Growth" law, provides a framework for the development, adoption, implementation, update, and amendment of comprehensive plans by regional planning commissions and by county, city, village, and town units of government. The law is set forth in Section 66.1001 of the *Wisconsin Statutes*. The law has been amended periodically, most recently through enactment of 2015 Wisconsin Act 391.

The law does not require the adoption of county and local comprehensive plans. However, Section 66.1001(3) of the *Statutes* requires that county and local general zoning ordinances; county, city, and village shoreland zoning ordinances; county and local subdivision ordinances; and local official mapping ordinances enacted or amended on or after January 1, 2010, be consistent with the comprehensive plan adopted by the unit of government enacting or amending such ordinances.

COMPREHENSIVE PLAN ELEMENTS

The law requires that the following nine elements be addressed in a comprehensive plan:

- Issues and Opportunities
- Housing
- Transportation
- Utilities and Community Facilities
- Agricultural, Natural, and Cultural Resources
- Economic Development
- Intergovernmental Cooperation
- Land Use
- Implementation

REGIONAL PLANNING FRAMEWORK

The regional plan for Southeastern Wisconsin contains extensive and detailed inventory information relating to existing land uses and natural resources; population and employment information and projections; and regional land use, transportation, housing, and other plan elements that provide an areawide, or metropolitan, planning framework for the preparation of county and local comprehensive plans. County and local plans should refine and detail the recommendations set forth in the regional plan. A summary of regional plan recommendations is available from the Southeastern Wisconsin Regional Planning Commission (SEWRPC), which serves county and local governments in Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, and Waukesha Counties.

PUBLIC PARTICIPATION

Section 66.1001(4)(a) of the *Statutes* requires that the governing body adopt written public participation procedures, 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." Proposed plan elements must be widely distributed, and opportunities must be provided for written comments to be submitted by the public to the governing body.

A procedure for the governing body to respond to those comments must also be identified. Public participation procedures must also be adopted for amendments to a comprehensive plan. A plan update is considered a plan amendment.

PLAN OVERSIGHT

Preparation of a comprehensive plan or amendment may be guided by the governing body, the local plan commission or county zoning agency, or an advisory committee created by the governing body to oversee preparation of the plan.

PLAN ADOPTION AND AMENDMENTS

A comprehensive plan or plan amendment must be adopted by an ordinance enacted by the governing body. A recommendation from the Plan Commission, in the form of a resolution, is required prior to action by the governing body. At least one public hearing, preceded by a Class 1 notice published at least 30 days before the hearing, must be held by the unit of government prior to adopting the plan or a plan amendment. Section 66.1001(4)(b) of the *Statutes* requires that an adopted comprehensive plan, or an amendment to a plan, be sent to all governmental units within and adjacent to the county or local government preparing a plan; the Wisconsin Department of Administration; the regional planning commission; and the public library that serves the area in which the county or local government is located. Plan updates are considered plan amendments.

2015 Wisconsin Act 391 expanded the notice requirements for comprehensive plan amendments. Each county and local government is required to maintain a list of persons who submit a request to receive notice of comprehensive plan amendments affecting the allowable use of their property. County and local governments are also required to annually inform owners of property that they may add their name to this list. Methods that may be used to provide the annual notice include publishing it as a Class 1 public notice, posting the information on the county or local government website, or mailing a notice to each property owner within the county or local government.

PLAN IMPLEMENTATION AND CONSISTENCY REQUIREMENT

2009 Wisconsin Act 372 changed the consistency provisions of the comprehensive planning law. Section 66.1001(3) now requires that general zoning, shoreland zoning, subdivision, and official mapping ordinances enacted or amended on or after January 1, 2010, must be consistent with the comprehensive plan (including any plan amendments) adopted by the governing body of the unit of government. In 2010, the Wisconsin Legislature amended the comprehensive planning law to include the following definition: "'Consistent with' means furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan" (Section 66.1001 (1) (am)).

PLAN UPDATES AND AMENDMENTS

The comprehensive planning law requires that adopted comprehensive plans be reviewed and updated at least once every 10 years (Section 66.1001(2)(i)). County and local governments may choose to update the plan more frequently. While there is no limit on the number or frequency of amendments that may be made to a comprehensive plan, the public participation, public hearing, and plan adoption procedures required for a full comprehensive plan also apply to plan amendments.

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Additional information regarding the preparation of comprehensive plans in Southeastern Wisconsin is available from the Southeastern Wisconsin Regional Planning Commission (SEWRPC). Commission staff may be contacted by telephone at (262) 547-6721, or by e-mail at sewrpc@sewrpc.org.

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

531 Forms, 797 Responses

Print Date: 8/23/07

Numbers are the actual count of responses to this question.

	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
1. One of the primary goals of the Comprehensive Plan should be to preserve the following attributes which contribute to the quality of life in the Island:					
A. the low density dispersed housing	496	193	19	43	16
B. the open spaces (fields, meadows) and forests	607	148	9	16	6
C. the quiet ambiance (lack of background noises)	604	136	22	15	6
D. the natural features (Little Lake, the Mountain, wetlands, beaches, clear lake waters, bird & wildlife habitat)	652	116	8	6	3
E. dark night skies due to the lack of light pollution	622	114	27	14	8
F. local/family owned and operated businesses	501	205	47	25	6
G. rural/agricultural character of the community	485	210	70	12	3
2. The Town of Washington is developing satisfactorily under existing ordinances	106	311	220	98	19
3. Expanding & marketing tourism into the shoulder seasons (spring, fall & winter) would benefit the Island	226	359	92	70	30
4. It is important to first consider the natural limitations of the Island's location, its physical features, and its natural resources when making land use and development decisions	536	188	33	18	11
5. It is important that open spaces be preserved by allowing the rezoning of larger parcels into smaller lots only if necessary to provide an overriding public benefit	351	214	61	81	48
6. The Comprehensive Plan should encourage the following land uses on the Island:					
A. RECREATIONAL USES, including:					
a. improved and expanded bike and pedestrian paths along roadsides	364	292	53	56	21
b. more and improved public boat launch ramps	206	244	187	110	30
c. expanded nature trail systems for birders & hikers	301	306	117	45	14
d. developed and marked trail systems for snow mobiles and cross-country skiers	177	270	159	98	70
e. more and improved public docking facilities for sail and motor boaters	190	245	200	105	36
f. uses that would attract hunters	39	155	176	242	168
g. uses that would attract sport fishing	128	398	154	73	24
B. COMMERCIAL USES, including					
a. restaurant facilities	174	386	115	68	26
b. storage facilities	40	157	274	200	97
c. tourist lodging facilities	106	372	162	91	33
d. retail stores and shops	109	366	148	108	39

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

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	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
e. retreat and adult learning centers	191	331	170	54	24
f. museums	145	307	207	93	21
g. "on land" transportation facilities for tourists	113	298	180	122	56
h. "on land" transportation facilities for residents	119	280	219	107	42
i. health care facilities	372	294	73	28	12
j. marine facilities	131	305	218	80	33
k. family entertainment facilities	122	302	198	111	36
7. The most appropriate location for future high density development, including multi-family and affordable housing, is near or adjacent to the existing Main Road "Town Center"	187	285	89	104	85
8. The Comprehensive Plan should encourage development of the following types of housing on the Island:					
A. homes to buy	141	335	123	121	54
B. homes to rent	83	270	179	156	86
C. senior citizen housing	160	365	150	71	33
D. multi-unit housing (for example: condos, townhouses, duplexes)	27	104	96	218	336
E. multi-unit housing (rental apartments)	35	120	103	219	302
F. summer/vacation housing	68	323	190	118	81
G. assisted care housing	144	387	143	61	37
H. nursing care housing	117	319	184	99	49
9. The Comprehensive Plan should encourage the implementation of more restrictive land use regulation, including:					
A. restrictions on outdoor "junk" storage visible from roadsides	473	190	44	54	26
B. restrictions on outdoor residential lighting	274	227	124	106	44
C. architecture/design standards	134	203	134	189	112
D. maximum limit on home size	209	162	118	171	113
10. during the summer season the addition of a weekly midnight ferry would be of benefit to the Island	250	234	174	52	46
which evening preferred?	Mon 21	Tue 6	Wed 33	Thu 61	Fri 348
11. If additional ferry trips were scheduled during the winter, I would probably make more trips on/off the Island	166	222	200	124	68
12. More development and/or expansion of the Washington Island airport (beyond the planned runway realignment as it was designated in the 2005 referendum) would be of benefit to the Island	108	123	154	151	248

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

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	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
13. Any changes to the town marina, town dock, parking and adjoining public areas should be consistant with the historic appearance of Jackson Harbor	453	246	37	26	20
14. The town-owned easements to the lake should be better marked and maintained	305	292	115	41	28
15. Please check only those businesses or services which should be encouraged by the Comprehensive Plan:					
563 a. home business/cottage industry					
640 b. locally owned & operated business					
559 c. high speed internet access					
404 d. animal husbandry (beef cattle, sheep, alpacas, etc.)					
498 e. farming					
532 f. farmers markets					
469 g. managed forestry					
589 h. eco-tourism (birding, hiking, biking, kayaking, astronomy, etc.)					
436 i. winter recreational activities					
353 j. hunting & fishing					
549 k. workshops/classes, etc. (i.e., Sievers model)					
398 l. hospitality accomodations (hotel, motel, rentals, B&B's)					
560 m. support services for the elderly					
455 n. nursing & hospice care					
500 o. assisted living for the elderly					
506 p. in home care for the elderly					
26 q. "amusement type" parks					
211 r. construction industry					
501 s. Small conferences/retreats/forums (that bring people to the Island)					