CITY OF STOUGHTON, 207 S. FORREST STREET, STOUGHTON, WISCONSIN

RESOLUTION OF THE COMMON COUNCIL

ADOPTION OF A PUBLIC PARTICIPATION PLAN
FOR THE CITY OF STOUGHTON, WISCONSIN

Committee Action:	Plan Commission Recommends Approval
Fiscal Impact:	None.

File Number:	R -17- 2023	**Date Introduced:**	February 14, 2023

WHEREAS, the City of Stoughton will prepare an updated Comprehensive Plan under the authority of and procedures established by §66.1001(4), Wisconsin Statutes; and

WHEREAS, the City of Stoughton on May 1, 2005, adopted the City of Stoughton Comprehensive Plan, and on September 5, 2019, amended the Plan, under the authority of and procedures established by §66.1001(4), Wisconsin Statutes; and

WHEREAS, §66.1001(4)(a), Wisconsin Statutes, requires that the governing body of the local governmental unit adopt written procedures designed to foster public participation at every stage of the comprehensive plan preparation or amendment process, and that such written procedures shall provide for wide distribution of draft plan materials, an opportunity for the public to submit written comments on the plan materials, and a process for the governing body to respond to such comments; and

WHEREAS, the City of Stoughton believes that meaningful public involvement in processes designed to periodically consider and update its Comprehensive Plan is important to assure that the resulting Plan meets the wishes and expectations of the public; and

WHEREAS, the attached "Public Participation Plan" includes procedures to foster public participation, ensure distribution of draft plan materials, provide opportunities for written comments on such materials, and provide mechanisms to respond to such comments.

WHEREAS, at a duly noticed public meeting held on February 13, 2023, the City of Stoughton Plan Commission adopted R - 2 - 2023 recommending that the Stoughton Common Council adopt the attached "Public Participation Plan" as its public participation procedures for updating the City's Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Stoughton hereby adopts the procedures included in the "Public Participation Plan" as its public participation procedures for updating the City's Comprehensive Plan, meeting the requirements of §66.1001(4)(a), Wisconsin Statutes.

Approved this 14th day of February 2023.

_____
Tim Swadley, Mayor

ATTEST:

_____
Candee Christen, City Clerk

Proposal to Amend the City of Stoughton Comprehensive Plan

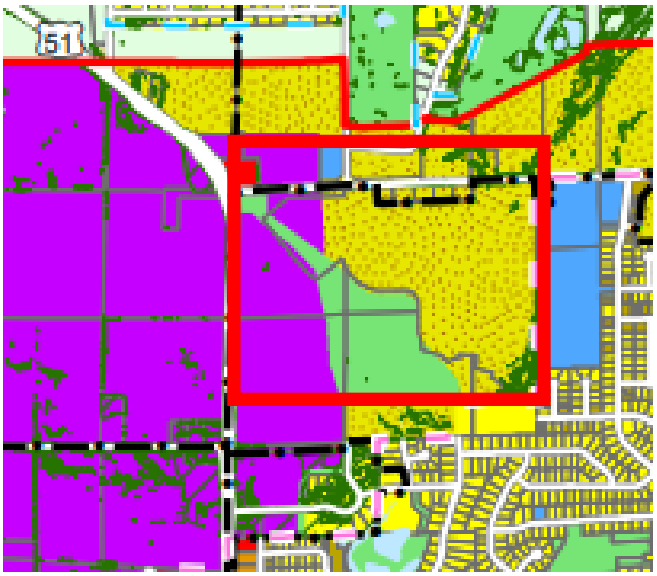
January 19, 2023

Overview

STI Holding, Inc. is preparing a development proposal for a mix of business, residential, park and open space uses on 182 acres at the southeast corner of State Highway 51 and County Highway B.

This land is currently identified on the future land use map (excerpt below, outlined in red), for Planned Mixed Use (purple), Planned Neighborhood (speckled yellow), and Recreation or Public Open Space (green). It is also the focus of Appendix B: 2006 Linnerud Detailed Neighborhood Plan ("Linnerud Plan").

What is STI Holding, Inc. Proposing?



STI Holdings, Inc. envisions for this land the following uses:

- A mix of high-quality office and retail uses, including the new world headquarters facility for Stoughton Trailers
- New homes, including a varied mix of attached-unit housing in various forms and single-family lots
- A large community park (minimum 30 acres) to accommodate both neighborhood and community-wide recreation needs and extensive wetland and stormwater management features

An initial site plan is included with this submittal.

Why is a Comprehensive Plan Amendment Needed?

While the intended uses are consistent with the uses identified in the Linnerud Plan, their configuration on the site is expected to vary from the current plan. Most notably, the area identified in green for Recreation and Open Space is expected to be larger than currently shown due to more stringent stormwater management standards and the intent to dedicate more parkland than is required by ordinance to develop a large community park. Enhanced understanding of the natural characteristics of the site may alter which parts of the site are reserved for these purposes.

The Linnerud Plan was adopted into the Comprehensive Plan and the City is therefore required to demonstrate consistency with the very detailed land use configurations in the plan. That plan was created around a proposed Walmart that was later developed elsewhere. While the mix of uses is generally similar to what STI intends to propose, there is concern that the consistency requirement cannot be satisfied due to the detailed land use mapping in the neighborhood plan.

Following discussion with City staff, STI Holdings, Inc. prefers to amend the Comprehensive Plan to ensure, through a public process, that the plan and the development proposal will be compatible.

How will the Plan be Amended?

STI Holdings, Inc. proposes to revise the Future Land Use Map and remove the Linnerud Plan from the Comprehensive Plan. In place of the neighborhood plan we will propose text describing design parameters for the site, including description of expectations for:

- diversity of uses,
- diversity of housing types,
- opportunities for employment,
- attention to public spaces, and
- safe, comprehensive bicycle and pedestrian routes.

Specific sections to be amended would likely include Planned Mixed Use (p. 58) and Northwest Planned Neighborhood (p. 65). The specific language and map changes will be provided for review by all stakeholders during the process.

What is the Process and Schedule for this Plan Amendment?

We are providing a draft Public Participation Plan, which includes a developer-led public meeting in February. We intend to discuss the proposed Comprehensive Plan amendment with Plan Commission in February and March, request a public hearing and recommendation on the amendment at Plan Commission in early April, and request Council adoption of the amendment in late April.

The development team is currently engaged in preliminary engineering to support the Comprehensive Plan amendment and an Urban Service Area (USA) amendment that will bring these lands into the USA boundary. The Urban Service Area Amendment is expected to be introduced alongside the comprehensive plan amendment for consideration and approval.

What are we Requesting Tonight?

The intent of tonight's discussion is to inform Council about STI Holdings' development intentions and begin the process to amend the Comprehensive Plan. The draft Public Participation Plan is provided tonight for your review, however we are not yet asking for approval. We will introduce and seek a recommendation on the Public Participation Plan at the February 13th Plan Commission meeting. If Plan Commission recommends approval by Council, we intend to request approval of the Public Participation Plan at the February 14th Council meeting. Your feedback tonight is appreciated, especially regarding the prospect of a Comprehensive Plan amendment and the process for doing so.

STI Holdings, LLC PROPERTY

Draft Concept JANUARY 12, 2023

MSA

Stoughton Comprehensive Plan Amendment
Public Participation Plan

The City has developed the following public participation plan to inform and engage the public as part of the requirements of the Comprehensive Planning state statues (Wis. Stat. 66.1001(4)a).

Public Participation Opportunities:
The City is considering amendment to 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 amendment are anticipated to occur in open session and will be noticed according to City's agenda posting practices.

      I. **Plan Commission Meetings**. The Plan Commission will have the responsibility for reviewing and recommending the draft Comprehensive Plan amendment prepared by the STI Holdings Inc. Development Team. The planning process includes at least two (2) Plan Commission meetings to review the Comp Plan amendment, including a public hearing on the draft amendment.

      II. **City Council Meetings**. The planning process will include at least one (1) meeting attended by the development team with the City Council. The City Council shall have the authority to adopt the amendment to the Comprehensive Plan.

      III. **Public Hearing.** At least one (1) public hearing will be held on the Comprehensive Plan amendment prior to adoption by either the Plan Commission or City Council as required under Wis. Stat. 66.1001(4)d.

2. **Public Meeting:** The development team will setup and host a public meeting to share the concept and allow for opportunities to provide feedback.

3. **Digital Engagement:**
   a. **Promotional Methods:**

      I. **City Website.** The City will utilize the its website to post draft plan materials, project and meeting notices, and meeting minutes as they become available.

      II. **Social Media**. During the process social media will be used to keep the general public informed.

      III. **Newspaper Articles**. The City with support of the STI Holding Inc. Development Team will reach out to the local newspaper prior to key project events and milestones to encourage and inform articles about the process.

Plan Adoption Procedures:

1. The Plan Commission shall, by majority vote, adopt a resolution recommending that the City Council pass an ordinance to amend the Comprehensive Plan (Wis. Stat. 66.1001(4)b).

2. Prior to adopting the Comprehensive Plan amendment, the City 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 amendment.
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 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 City 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 City.
   b. A person who has registered a marketable nonmetallic mineral deposit under s. 295.20 within the jurisdiction of the City.
   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 City 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 amendment 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 amendment will be sent to:

   a. The Clerk for the Towns of Pleasant Springs and Dunn shall receive a copy of the plan.

   b. Stoughton Public Library

5. The City Council, by a majority vote, shall enact the ordinance adopting the amendment (Wis. Stat. 66.1001(4)c). An electronic copy of the adopted amendment 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.