

# Meeting Notes

## Plan Commission Work Session

### February 27, 2018

#### Maps

Top Priority = Housing and Existing Land Use maps accurate as of March 2018

- All PC members asked to note additions/corrections clearly on the 11x17 color "Lottery Credit" map and 2001 Existing Land Use maps, drop at City Hall by Friday
- Housing issues to note include: owner-occupied (full-time, seasonal), rentals
- Johnson will convene a group to review and transfer the information gathered by fellow PC members to one version of each map for Billie ASAP
- Hoopman will send color copies of these 2 new maps to Durfey, Ringberg & Fey
- Durfey will ask whether BRC resources and/or interns could create these maps in an appropriate electronic format that could also be enlarged
- Ringberg will ask whether UW resources are available for creating these maps in an appropriate electronic format that could also be enlarged, perhaps through the Legacy Communities grant
- Will need to decide whether standardizing map formats is important if they're going to be coming from providers beyond the County's free services
- Fey will review these maps and plan for their use at the Public Meeting, research options for producing large Existing Land Use map (2'x3')
- Bayfield Regional Conservancy had produced a new map showing trails
- Goal = Housing and Existing Land Use maps, accurate in 2018, ready by March 30

#### Website

- Comprehensive Plans from 1969 – 2002 have been posted
  - searchability still needs to be checked
- February meeting calendar was posted on Comp Plan Update page

#### City Committee Feedback

- Draft Goals & Vision Statement have been sent to all committees meeting in February, and to members of all other committees that were not scheduled to meet; their written input is requested by March 16

#### Survey

- Dougherty shared a rough draft for review and to identify questions/issues
- City would need a Gmail account to host the survey, but would not be responsible for reviewing results
- Need to analyze constituencies and best ways to reach them
  - Local residents who prefer paper to online methods
  - Vacant landowners
  - Cost of mailing (assume several page document)
- Think about whether to include specific issue questions that committees are working on, e.g. building on single lots
  - Share carefully crafted questions to address them ASAP
- Consider ranking goals? Pick top 3-4?
- Think about what data is necessary to inform and support goals in Comp Plan
- Dougherty will contact Center for Rural Communities re: its recent survey
- March 19<sup>th</sup> meeting scheduled to discuss options, finalize survey (and maps)

### Discussion Draft of Timeline for 2018

- Fey provided a rough estimate of the timeline for completing the Update in 2018
- Confirmed April 21<sup>st</sup> Public Meeting and April 23<sup>rd</sup> Plan Commission Work Session

### Informal Feedback

- Reviewed current list of groups, invited additions
- Dougherty will confirm meeting times of these groups in April-May
- PC members will attend to:
  - lead discussions
  - bring materials (goals, maps)
  - capture feedback to share with consultant

### Public Meeting April 21<sup>st</sup>

- Scheduled for 9am-3pm at the Pavilion
- Fey will be there all day, providing framework as needed throughout
- PC Members, other city officials attend if possible (Mayor welcome?)
- Materials will be posted around the room
- Welcome Table with nametags
- Tables (4) will have pens and materials for notes, providing input
- Refreshments will be available in the kitchen (drinks, snacks etc)
- Advertising – should be in any City mailings (late March, early April)
  - Fey will draft text (brief and extended versions this week)
  - City mailings (meeting calendars, any other opportunities)
  - Chamber Blast, County Journal
  - Radio Opportunities
  - Church Bulletins
- Goal = finalize details at March 19<sup>th</sup> meeting
  - Consider whether another Comp Plan meeting is needed before April 21<sup>st</sup>