

STATE OF WISCONSIN: VILLAGE OF RIVER HILLS: MILWAUKEE COUNTY

**PUBLIC PARTICIPATION PROCEDURES
FOR AMENDING THE COMPREHENSIVE
PLAN**

RESOLUTION 2022 - 04

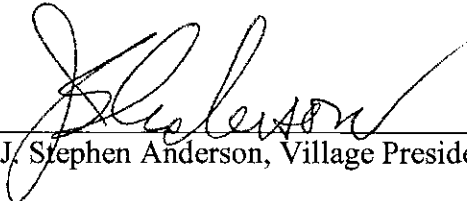
WHEREAS, pursuant to Section 66.1001 of the *Wisconsin Statutes*, all units of government which enact or amend zoning, subdivision, or official mapping ordinances on or after January 1, 2010, must adopt a Comprehensive Plan; and

WHEREAS, the Village of River Hills adopted a Comprehensive Plan under the authority of and pursuant to the procedures established by Section 66.1001 of the *Wisconsin Statutes* on November 18, 2009 and updated its Comprehensive Plan (hereinafter "the Plan") on October 16, 2019; and

WHEREAS, Section 66.1001(4)(a) of the *Wisconsin Statutes* requires that the Village Board adopt procedures for public participation and input during the amendment of the Plan.

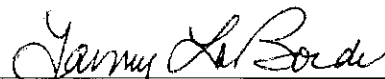
NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of River Hills hereby adopts the Public Participation Procedures for Amending the Comprehensive Plan attached hereto as Exhibit A to meet the requirements of Section 66.1001(4)(a) of the *Wisconsin Statutes*.

PASSED AND ADOPTED by the Village Board of the Village of River Hills this 9th day of March, 2022.



J. Stephen Anderson, Village President

ATTEST:



Tammy LaBorde, Village Clerk

EXHIBIT A

PUBLIC PARTICIPATION PROCEDURES FOR AMENDING THE RIVER HILLS COMPREHENSIVE PLAN:

Part 1: Public Participation Activities and Procedures for Comprehensive Plan Amendments

1. **Background Materials.** The Village will provide opportunities for public review of materials describing all proposed amendments to the comprehensive plan, including the following:
 - Printed copies of materials describing a proposed plan amendment will be made available at the Village Hall.
 - Electronic copies of materials describing a proposed plan amendment will be posted on the Village website at riverhillswi.com.
2. **Written Comment by Interested Parties.** Residents and interested parties may submit written comments and they will be furnished to the Plan Commission and/or the Village Board as the person submitting the materials requests. The written comments should be addressed to the Village Clerk.
3. **Plan Commission Meeting.** The Plan Commission will have a meeting to review and consider the proposed amendment. There are no statutory notice requirements for the Plan Commission meeting; however, the Village will provide notice of the meeting through its website or posting. The Plan Commission meeting is not a statutory public hearing but will provide an opportunity for the public to review maps and other information relating to the proposed amendment. The Plan Commission will make a recommendation in the form of a resolution to the Village Board.
4. **Public Hearing.** As required by Section 66.1001(4)(d), the Village will hold a public hearing on a proposed amendment to the comprehensive plan. The hearing will be held by the Village Board. The hearing will include a presentation describing the proposed plan amendment followed by an opportunity for the public to comment on the proposed amendment. The Village Board in addition to any public testimony provided at the hearing will also have any written comments submitted to the Village Clerk prior to the hearing on the proposed plan amendment.
5. **Notice of Public Hearing.** The public hearing will be preceded by a Class 1 notice that is published or posted at least 30 days before the hearing is held. In accordance with Section 66.1001(4)(d), the notice will include the date, time, and place of the hearing; a brief summary of the proposed comprehensive plan amendment and/or a map illustrating the proposed amendment; who may be contacted for additional information on the proposed plan amendment and to whom written comments regarding the plan amendment may be submitted; and information regarding where and when the proposed plan amendment may be inspected before the hearing and how a copy of the proposed plan amendment may be obtained.
6. **Notification to Interested Parties.** The Village Clerk will provide a copy of the public hearing notice and the proposed amendment to any person who submits a written request to receive notice of a proposed amendment under Section 66.1001(4)(f). The Village may charge a fee

to cover the cost of providing such notice.

7. ***Village Board Action.*** Following the public hearing, the Village Board will consider the amendment and the Plan Commission's recommendation and approve, deny, or refer the proposed amendment back to the Plan Commission. If approved, Village Board approval will be in the form of an ordinance adopted by a majority of the full membership of the Board.
8. ***Distribution of Plan Amendment.*** If approved by the Village Board, printed or electronic copies of the amendment will be sent by the Village Clerk to the parties listed in Section 66.1001(4)(b). Plan amendments may be distributed by e-mail to the required parties.

Part 2: Additional Procedures for Comprehensive Plan Amendments Associated with a Zoning Amendment

In some cases, an amendment to a comprehensive plan may be needed in order for a proposed zoning amendment to be consistent with the plan. In such cases, the Village Board may allow the public notice and public hearing for the proposed plan amendment and zoning amendment to be combined, if a combined hearing is acceptable to the applicant. In such cases, the following procedures shall apply in addition to or in combination with those set forth in **Part 1**.

The notice of the public hearing shall be published and distributed in accordance with the procedures set forth in paragraphs 5 and 6 in Part 1; however, the public notice will include notification that the proposed zoning amendment will also be considered at the hearing. The notice will include any information required in a public notice for a zoning amendment by the Village zoning ordinance. The combined notice will constitute the first of the two (Class 2) public notices required for rezoning under the *Statutes*. The public notice will be published a second time one week after the first notice is published, unless a later time is specified in the zoning ordinance. The Village will also notify parties-in-interest as required by the zoning ordinance, and any parties that have filed a written request for zoning notifications under Section 62.23(7)(d)(4) of the *Statutes*.

The Plan Commission will consider and act on a proposed plan amendment before considering the requested zoning amendment, and a separate motion will be made for a recommendation to the Village Board on the plan amendment, followed by a motion to make a recommendation to the Board on the zoning amendment.

The Village Board will consider and act on a proposed plan amendment before considering the requested zoning amendment. A separate motion will be made for action on the plan amendment, followed by a motion to act on the zoning amendment. If approved, separate ordinances will be adopted for the plan amendment and for the zoning amendment.