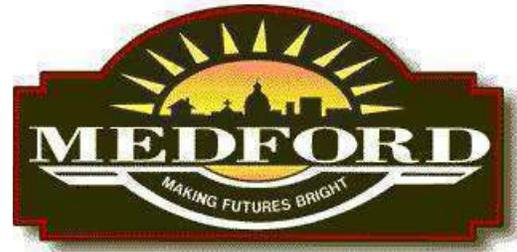


CITY OF MEDFORD

COMPREHENSIVE PLAN



**Council Adopted
October 21, 2008**

**City of Medford
Comprehensive Plan**

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Introduction

The City of Medford was incorporated March 25, 1889. It is located 30 miles west and 15 miles north of Wausau at the junction of Highway 13 and Highway 64. The City is approximately 2,100 acres or 4.2 square miles. It serves as the county seat for Taylor County.

The City operates a Mayor/Council form of government. Two alderpersons are elected per district in alternating years. A part time City Coordinator runs the day-to-day operations of the City.

The City is a progressive, manufactured-based community with two fully serviced industrial parks.

Comprehensive Plan

In October 1999, a significant piece of Wisconsin legislation was created that outlined the minimum requirements for a “comprehensive plan”. This legislation is often referred to as the State’s “Smart Growth Law”. Under the Comprehensive Planning legislation, beginning on January 1, 2010, if a local governmental unit engages in any of the following actions listed below, those actions shall be consistent with that local governmental unit’s comprehensive plan.

- Official mapping established or amended under Wisconsin Statute 62.23(6).
- Local subdivision regulation under Wisconsin Statutes 236.45 or 236.46.
- County zoning ordinances enacted or amended under Wisconsin Statute 59.69.
- City or village zoning ordinances enacted or amended under Wisconsin Statutes 62.23(7).
- Town zoning ordinances enacted or amended under Wisconsin Statutes 60.61 or 60.62.
- Zoning of shorelands or wetlands in shorelands under Wisconsin Statutes 59.692, 61.351, or 62.2131.

As the City continues to grow, the City of Medford’s job is to protect and enhance the quality of life for the people who live and work here. In order to meet this responsibility, the City must establish priorities and develop a plan. This plan will continue to evolve and change in order to continue to meet the current and future needs of the City.

Roles & Responsibilities

Smart Growth Oversight Committee

The City of Medford Common Council, at its September 4, 2007 meeting, created the “Smart Growth Oversight Committee”. The Committee consisted of the City Coordinator/Public Works Director, Mayor, City Clerk, Chamber of Commerce Director, and one citizen at large. This Committee was delegated the responsibility to establish a time schedule, monitor the work of the element groups, insure that duplicate information is shared between overlapping elements, and prepare a final draft for presentation to Council. Department heads were assigned to assist the various elements groups with the plan.

Public Participation Plan

As part of the Comprehensive Planning legislation, local units of government developing a comprehensive plan must create a public participation plan. The purpose of the public participation plan is to outline procedures for public involvement during every stage of the planning process. The City's public participation plan is outlined below.

1. Each element of the Comprehensive Plan had a working committee composed of the following: (1) A maximum of five community members; and (2) A department head assigned to serve as an ex officio member.
2. The Oversight Committee assigned participants to the working committee using: (1) Names submitted by department heads; (2) Leadership Medford participants; and (3) Volunteers. The Oversight Committee then assigned participants to a working group. Council, at the December 18, 2007 meeting, ratified the appointment of individuals to various working groups. (See Attachment A for membership list.)
3. The working committee meetings were held once a month on Mondays from 5 PM to 7 PM at City Hall beginning in January 2008, and concluding in May 2008. The meeting agendas for the working committees are attached as Attachment B.
4. On September 15, 2008 the Plan Commission adopted Resolution #2008-3 that recommended the adoption of this Comprehensive Plan. (See Attachment C.)
5. On September 18, 2008, a Class I Public Hearing Notice was published in the Star News. (See Attachment D.)
6. On October 21, 2008, the public hearing on the Comprehensive Plan was held before the Common Council. (See Attachment E for public hearing minutes.)
7. On October 21, 2008 , the Common Council adopt Ordinance #935 that approves this Comprehensive Plan. (See Attachment F.)
8. The approved Comprehensive Plan was sent all parties shown on Attachment G.

Community Survey

The City of Medford conducted a survey to gather public opinion on future growth and various aspects of life in the City. (See Appendix 1 for survey.)

In November 2006, surveys were mailed to 2,155 City addresses. A total of 418 surveys (19.4%) were returned.

Based on the number of surveys returned and a voting population of 3,334, the general accuracy of the survey was calculated to have a confidence interval of approximately 4.5% at a confidence level of 95%. That is to say that you can be 95% certain that the results for the entire population would be within plus or minus 4.5% of the survey results.

Community Survey Continued

The confidence calculations assume a true random sample of the entire population. The age categories surveyed were as follows: 25 or under, 26-40, 41-55, and 56 and older. In this survey 82% of the respondents were age 41 or older with 51.3% of the total being over age 55. Property owners also represented a large percentage (80.6%) of the total respondents. Consequently, it is likely that the overall results are slanted toward the opinions of property owners over the age of 40. Survey results are shown in Appendix 2 and were used to:

- Determine the quality of life
- What type of growth is expected and foreseen in the areas of housing, transportation, utilities, job opportunities and natural and cultural resources.
- Where tax dollars should be spent

City of Medford Comprehensive Plan

The following chapters and information represent the overall development of the City of Medford comprehensive planning process. Its development represents information specific to the City of Medford and covers the minimum elements or components required through the State of Wisconsin comprehensive planning legislation (Wisconsin Statute 66.1001).

As the City of Medford utilizes the Comprehensive Plan, and as City trends and issues change, revisions to the plan will be necessary. At a minimum, the City's Comprehensive Plan will be updated no less than every five years.

All planning suggestions included in this Comprehensive Plan are subject to the decisions of the present and future Councils, Federal and State regulations and mandates, economic and fiscal conditions, and City growth.

Attachment A

Comprehensive Planning (Smart Growth) Membership

Smart Growth Oversight Committee

John Fales, Chair
Michael Wellner, Mayor
Ginny Brost, Clerk
Sue Emmerich, Chamber Director
Russ Jablonsky, Citizen Representative

Element #1 – Leadership Medford

Element #2 – Agricultural, Natural & Cultural Resources

Greg Knight, Chair
Herb Archibald
Mark Berglund
Laura Holmes
City Representatives – Kevin Doberstein & Ann Harris

Element #3 – Housing

Jason Wanke, Chair
Becky Brost
Angie Rothmeier
City Representative – Cindy Chase

Element #4 – Economic Development

Gary Stanton, Chair
Gregg Olsen
Mike Riggle
Jim Welter
City Representative – John Fales

Element #5 – Transportation

John Werner, Chair
Kurt Gibbon
Brian Krug
Steve LaMere
Dale Prochnow, Jr.
City Representative – John Neubauer

Attachment A Continued

Element #6A – Community Facilities

Peggy Dittrich, Chair
Mike Bub
Patty Krug
Laura Lundy
City Representative – Jim Hall

Element #6B – Utilities

Dave Zimmerman, Chair
Ron Bohn
Bryan Carey
Steve Vanden Heuvel
Laura Lemmen
City Representative – Mike Frey

Element #7 – Intergovernmental

Jill Schafer, Chair
Bruce Daniels
Lee Jensen
Vern Pernsteiner¹
City Representative – Ted Bever

¹Gary Czarnezki-Alternate

Element #8 -Land Use

Dave J. Brandner, Chair
Greg Ellis
John Miller
Dave Roiger
City Representative – Bob Christensen

Attachment B

**CITY OF MEDFORD
NOTICE OF PUBLIC MEETING**

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter V, 1995 Wisconsin Statutes. {Open Meeting Law.}

Governmental Unit Conducting Meeting: **Smart Growth**

Date: **Monday, January 7, 2008**

Time: **5:00 PM**

Place: **Council Chambers, City Hall
639 South Second Street
Medford, WI 54451**

For the Purpose of: **See Below:**

1. Call to Order/Roll Call
2. Open Meeting Law Compliance/Open Meeting Law
3. Introduction: (A) Smart Growth Oversight Committee
(B) Department Heads
(C) Membership List
4. Smart Growth Comprehensive Plan History/Element Descriptions
5. Smart Growth Meeting Schedule/Meeting Format
(A) Element Session Summary Report
6. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's Office at (715)748-4321 with as much advance notice as possible.

Posted: 1-2-08

/s/ John Fales, Chair

Pursuant to Wisconsin Statute 19.84(2) and (3) notice is hereby given to the public and media that one or more members of the Medford City Council who are not also Smart Growth Oversight Committee members may attend the meeting of the Smart Growth Oversight Committee scheduled to be held on January 7, 2008 at 5:00 PM in the Council Chambers, City Hall, 639 South Second Street, Medford, WI, to gather information about a subject over which the Common Council has decision making responsibility. For purposes of the Open Meetings Law only, attendance by one or more City Council members who are not Smart Growth Oversight Committee members constitutes a meeting of the Common Council, pursuant to State ex rel Badke V. Village Bd. Of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated the Common Council will take any formal action at this meeting.

The subject matter intended for consideration at this meeting is set forth on the January 7, 2008, Smart Growth Oversight Committee meeting notice itself.

The City does not know whether Common Council members who are not also Smart Growth Oversight Committee members will actually attend this meeting. Non-committee members attend occasionally, but not regularly. This Notice is not intended to establish the importance, or lack thereof, of this particular meeting.

Posted: 1-2-08

/s/ John Fales, Chair

**CITY OF MEDFORD
NOTICE OF PUBLIC MEETING**

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter V, 1995 Wisconsin Statutes. {Open Meeting Law.}

Governmental Unit Conducting Meeting: **Smart Growth**

Date: **Monday, February 4, 2008**

Time: **5:00 PM**

Place: **Council Chambers, City Hall
639 South Second Street
Medford, WI 54451**

For the Purpose of: **See Below:**

General Session

1. Call to Order
2. Open Meeting Law Compliance
3. Review/Discussion: Element Session Summary Reports from January 7, 2008 Meeting
 - (A) Agricultural, Natural & Cultural Resources
 - (B) Housing
 - (C) Economic Development
 - (D) Transportation
 - (E) Community Facilities
 - (F) Utilities
 - (G) Intergovernmental
 - (H) Land Use

Element Sessions

At Approximately 5:30 PM

4. The eight Working Committees will meet to work on their individual element, and prepare an *Element Summary Report*.

Chair Review Session with Oversight Committee

At Approximately 7 PM

5. Review *Element Summary Report*
6. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's Office at (715)748-4321 with as much advance notice as possible.

Posted: 1-30-08

/s/ John Fales, Chair

Pursuant to Wisconsin Statute 19.84(2) and (3) notice is hereby given to the public and media that one or more members of the Medford City Council who are not also Smart Growth Project members may attend the meeting of the Smart Growth Project meeting scheduled to be held on February 4, 2008 at 5:00 PM in the Council Chambers, City Hall, 639 South Second Street, Medford, WI, to gather information about a subject over which the Common Council has decision making responsibility. For purposes of the Open Meetings Law only, attendance by one or more City Council members who are not Smart Growth Project members constitutes a meeting of the Common Council, pursuant to State ex rel Badke V. Village Bd. Of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated the Common Council will take any formal action at this meeting.

The subject matter intended for consideration at this meeting is set forth on the February 4, 2008, Smart Growth Project meeting notice itself.

The City does not know whether Common Council members who are not also Smart Growth Project members will actually attend this meeting. Non-committee members attend occasionally, but not regularly. This Notice is not intended to establish the importance, or lack thereof, of this particular meeting.

Posted: 1-30-08

/s/ John Fales, Chair

**CITY OF MEDFORD
NOTICE OF PUBLIC MEETING**

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter V, 1995 Wisconsin Statutes. {Open Meeting Law.}

Governmental Unit Conducting Meeting: **Smart Growth**

Date: **Monday, March 3, 2008**

Time: **5:00 PM**

Place: **Council Chambers, City Hall
639 South Second Street
Medford, WI 54451**

For the Purpose of: **See Below:**

General Session

2. Call to Order
2. Open Meeting Law Compliance
3. Review/Discussion: Element Session Summary Reports from February 4, 2008 Meeting
 - (I) Agricultural, Natural & Cultural Resources
 - (J) Housing
 - (K) Economic Development
 - (L) Transportation
 - (M) Community Facilities
 - (N) Utilities
 - (O) Intergovernmental
 - (P) Land Use

**Interactive Sessions #1
At Approximately 5:30 PM**

4. Interactive Sessions #1
 - (A) Community Facilities – Economic Development – Housing – Intergovernmental
 - (B) Land Use – Transportation – Utilities

**Interactive Sessions #2
At Approximately 6:00 PM**

5. Interactive Session #2
 - (A) Agricultural, Natural Resources & Cultural Resources – Community Facilities
 - (B) Housing – Intergovernmental – Land Use

Element Sessions
At Approximately 6:30 PM

5. The eight Working Committees will meet to work on their individual element, and prepare an *Element Summary Report*.

Chair Review Session with Oversight Committee
At Approximately 7 PM

6. Review *Element Summary Report*
7. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's Office at (715)748-4321 with as much advance notice as possible.

Posted: 2-28-08

/s/ John Fales, Chair

Pursuant to Wisconsin Statute 19.84(2) and (3) notice is hereby given to the public and media that one or more members of the Medford City Council who are not also Smart Growth Project members may attend the meeting of the Smart Growth Project meeting scheduled to be held on March 3, 2008 at 5:00 PM in the Council Chambers, City Hall, 639 South Second Street, Medford, WI, to gather information about a subject over which the Common Council has decision making responsibility. For purposes of the Open Meetings Law only, attendance by one or more City Council members who are not Smart Growth Project members constitutes a meeting of the Common Council, pursuant to State ex rel Badke V. Village Bd. Of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated the Common Council will take any formal action at this meeting.

The subject matter intended for consideration at this meeting is set forth on the March 3, 2008, Smart Growth Project meeting notice itself.

The City does not know whether Common Council members who are not also Smart Growth Project members will actually attend this meeting. Non-committee members attend occasionally, but not regularly. This Notice is not intended to establish the importance, or lack thereof, of this particular meeting.

Posted: 2-28-08

/s/ John Fales, Chair

**CITY OF MEDFORD
NOTICE OF PUBLIC MEETING**

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter V, 1995 Wisconsin Statutes. {Open Meeting Law.}

Governmental Unit Conducting Meeting: **Smart Growth**

Date: **Monday, April 4, 2008**

Time: **5:00 PM**

Place: **Council Chambers, City Hall
639 South Second Street
Medford, WI 54451**

General Session

3. Call to Order
4. Open Meeting Law Compliance
5. Meeting Goals: (A) April 7, 2008
(B) May 5, 2008
(C) June 2, 2008
4. Review/Discussion: Element Session Summary Reports from March 3, 2008 Meeting
 - (Q) Agricultural, Natural & Cultural Resources
 - (R) Housing
 - (S) Economic Development
 - (T) Transportation
 - (U) Community Facilities
 - (V) Utilities
 - (W) Intergovernmental
 - (X) Land Use

Element Sessions

At Approximately 5:30 PM

5. The eight Working Committees will meet to work on their individual element, and prepare an *Element Summary Report*.

Chair Review Session with Oversight Committee

At Approximately 7 PM

6. Review *Element Summary Report*
7. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's Office at (715)748-4321 with as much advance notice as possible.

Posted: 4-3-08

/s/ John Fales, Chair

Pursuant to Wisconsin Statute 19.84(2) and (3) notice is hereby given to the public and media that one or more members of the Medford City Council who are not also Smart Growth Project members may attend the meeting of the Smart Growth Project meeting scheduled to be held on April 7, 2008 at 5:00 PM in the Council Chambers, City Hall, 639 South Second Street, Medford, WI, to gather information about a subject over which the Common Council has decision making responsibility. For purposes of the Open Meetings Law only, attendance by one or more City Council members who are not Smart Growth Project members constitutes a meeting of the Common Council, pursuant to State ex rel Badke V. Village Bd. Of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated the Common Council will take any formal action at this meeting.

The subject matter intended for consideration at this meeting is set forth on the April 7, 2008, Smart Growth Project meeting notice itself.

The City does not know whether Common Council members who are not also Smart Growth Project members will actually attend this meeting. Non-committee members attend occasionally, but not regularly. This Notice is not intended to establish the importance, or lack thereof, of this particular meeting.

Posted: 4-3-08

/s/ John Fales, Chair

**CITY OF MEDFORD
NOTICE OF PUBLIC MEETING**

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter V, 1995 Wisconsin Statutes. {Open Meeting Law.}

Governmental Unit Conducting Meeting: **Smart Growth**

Date: **Monday, May 5, 2008**

Time: **5:00 PM**

Place: **Conference Room/Council Chambers, City Hall
639 South Second Street
Medford, WI 54451**

For the Purpose of: **See Below:**

General Session

6. Call to Order
7. Open Meeting Law Compliance
8. Meeting Goals: (A) May 5, 2008
(D) June 2, 2008

Element Sessions

At Approximately 5:30 PM

4. The Working Committees will meet to work on their individual elements.

Oversight Committee

At Approximately 6:30 PM

5. Meet with Chairs to Review Element Sessions
6. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Clerk's Office at (715)748-4321 with as much advance notice as possible.

Posted: 5-1-08

/s/ John Fales, Chair

Pursuant to Wisconsin Statute 19.84(2) and (3) notice is hereby given to the public and media that one or more members of the Medford City Council who are not also Smart Growth Project members may attend the meeting of the Smart Growth Project meeting scheduled to be held on May 5, 2008 at 5:00 PM in the Council Chambers, City Hall, 639 South Second Street, Medford, WI, to gather information about a subject over which the Common Council has decision making responsibility. For purposes of the Open Meetings Law only, attendance by one or more City Council members who are not Smart Growth Project members constitutes a meeting of the Common Council, pursuant to State ex rel Badke V. Village Bd. Of Village of Greendale, 173 Wis2d 553, 494 NW2d 408 (1993), and must be noticed as such, although it is not contemplated the Common Council will take any formal action at this meeting.

The subject matter intended for consideration at this meeting is set forth on the May 5, 2008, Smart Growth Project meeting notice itself.

The City does not know whether Common Council members who are not also Smart Growth Project members will actually attend this meeting. Non-committee members attend occasionally, but not regularly. This Notice is not intended to establish the importance, or lack thereof, of this particular meeting.

Posted: 5-1-08

/s/ John Fales, Chair

Plan Commission Resolution #2008-3

A Resolution to Recommend that the City of Medford Common Council Adopt a Comprehensive Plan for the City of Medford, Taylor County, Wisconsin

Whereas, Wisconsin Statutes 66.23(2) requires the governing body of a local unit of government to adopt a master plan; and

Whereas, the City of Medford Common Council, has adopted written procedures designed to foster public participation in every stage of the preparation of a Comprehensive Plan as required by Wisconsin Statute 66.1001(4)(a); and

Whereas, Wisconsin Statutes 66.1001(4)(b) requires the City of Medford Plan Commission to review the Comprehensive Plan, and recommend the adoption of said Plan by a majority vote of the entire Plan Commission.

Now, Therefore Be It Resolved, that the City of Medford Plan Commission hereby formally recommends that the City of Medford Common Council adopt the document entitled "City of Medford Comprehensive Plan" which will be dated upon acceptance of the City of Medford Common Council.

Submitted by: Smart Growth Oversight Committee

Vote Taken and Date: September 15, 2008 (6 Yes; 0 No; 1 Absent)

Dave Clark - Absent

Arlene Parent - Yes

Brent Hallgren - Yes

Michael Wellner - Yes

Tim Hansen - Yes

Dave Zimmerman - Yes

Corey Nazer - Yes

Chair's Signature, if approved: Michael Wellner
Michael Wellner
Plan Commission Chair

Attest: Robert Christensen
Robert Christensen, Plan Commission Secretary

9/15/08
Date

Attachment D

City of Medford Public Hearing Notice

Please be advised that the City of Medford Common Council will hold a public hearing at 6:00 PM on Tuesday, October 21, 2008 in the Council Chambers of City Hall located at 639 South Second Street, Medford, WI. The purpose of this public hearing is to hear comments and concerns related to the proposed Comprehensive Plan (Smart Growth) for the City of Medford.

This Plan provides detailed information regarding the City of Medford. As the City continues to grow, it is the City of Medford's job to protect and enhance the quality of life for the people who live and work here. In order to meet this responsibility and the requirements of Wisconsin Statutes 66.1001, priorities were established and incorporated into this Plan. Elements of the Plan include: Agricultural, Natural & Cultural Resources; Community Facilities; Economic Development; Housing; Intergovernmental; Issues & Opportunities; Land Use; Transportation; Utilities; and Implementation. Each element had a working committee composed of at least three community members. Department heads were assigned to each committee, and served as ex officio members. A Smart Growth Oversight Committee was created to oversee the working committees.

Copies of the proposed Plan are available at the Medford City Hall located at 639 South Second Street, Medford, WI, the Frances L. Simek Memorial Library located at 400 North Main Street, and on line at <http://www.citymedford.wi.com>.

The public is welcome to attend the public hearing and offer comments. Interested parties who are unable to attend, may submit written comments to the City Clerk no later than 4:00 PM on Tuesday, October 21, 2008. For additional information, please contact the City Clerk at (715)748-4321 or 639 South Second Street, Medford, WI.

Virginia Brost
City Clerk, WCMC

Publish: 9-18-08

Tuesday, October 21, 2008; 6:00 PM

Council Chambers, City Hall

639 South Second Street

Page One

{Subject to Council Approval}

Call to Order/Roll Call

Mayor Michael Wellner called the public hearing to order with the following members present: Mike Riggle, Arlene Parent, Greg Knight, Peggy Kraschnewski, JoAnn Simek, Patricia DeChatelets, Mike Bub, and Dave J. Brandner.

Pledge of Allegiance

Aldersperson JoAnn Simek began the meeting by leading the group in the reciting of the “Pledge of Allegiance”.

Open Meeting Law Compliance

Mayor Wellner announced that this was an open public hearing of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, *The Star News*, and to all news media that have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk’s Office. Anyone desiring information as to forthcoming meetings should contact the City Clerk’s Office.

City Personnel Present

The following City personnel were present: City Clerk Ginny Brost. City Coordinator/Public Works Director John Fales and City Attorney Ken Schmiede were excused absences.

Visitors Present

Visitors present were Brian Wilson-Star News; Russ Jablonsky and Sue Emmerich-Chamber of Commerce/Smart Growth Oversight Committee; Smart Growth Participants-Agricultural, Cultural & Natural Resources Member Herb Archibald; Economic Development Element Chair Gary Stanton; Transportation Element Chair John Werner; Community Facilities Element Chair Peggy Dittrich; Intergovernmental Element Member Lee Jensen; and 87th Assembly District Representative Mary Williams.

Public Hearing

Mayor Wellner explained the purpose of this public hearing was to hear comments and concerns related to the proposed Comprehensive Plan (Smart Growth) for the City of Medford.

Background

The Wisconsin Smart Growth Law mandates that all municipalities develop a comprehensive plan by December 31, 2010. Within the development of the plan, nine elements must be included to meet statutory requirements. The nine elements are: (1) Issues & Opportunities, (2) Agricultural, Natural & Cultural Resources, (3) Housing, (4) Economic Development, (5) Transportation, (6) Utilities & Community Facilities, (7) Intergovernmental Cooperation, (8) Land Use; and (9) Implementation.

City of Medford Common Council Public Hearing Minutes

Tuesday, October 21, 2008; 6:00 PM

Council Chambers, City Hall

639 South Second Street

Page Two

As part of the Comprehensive Planning legislation, local units of government developing a comprehensive plan must create a public participation plan. The purpose of the public participation plan is to outline procedures for public involvement during every stage of the planning process. The City's public participation plan is outlined below.

1. Each element of the Comprehensive Plan had a working committee composed of the following: (1) A maximum of five community members; and (2) A department head was assigned to serve as an ex officio member.
2. The Oversight Committee assigned participants to the working committee using: (1) Names submitted by department heads; (2) Leadership Medford participants; and (3) Volunteers. The Oversight Committee then assigned participants to a working group. Council, at the December 18, 2007 meeting, ratified the appointment of individuals to various working groups.
3. The working committee meetings were held once a month on Mondays from 5 PM to 7 PM at City Hall beginning in January 2008, and concluding in May 2008.

The Plan Commission, at its September 15, 2008 meeting, adopted a resolution recommending that Council adopt the Comprehensive Plan.

According to the Wisconsin Comprehensive Planning legislation, Council must now conduct a public hearing to gather public comments regarding the Plan. Following the public hearing, Council will need to adopt the Plan.

Review of the Comprehensive Plan

Oversight Committee member Russ Jablonsky provided an overview of the process. Discussion was held.

Comprehensive Plan Review Committee - It was suggested that a citizen committee be established for the purposes of: (1) Reviewing the Comprehensive Plan on an annual basis; and (2) Begin the process to implement the various suggestions of each of the elements. This will be scheduled for the Committee of the Whole meeting to discuss the creation of this committee, group membership, etc.

Adjourn to Council

Parent moved, Simek seconded a motion to adjourn the public hearing and convene the Council meeting at 6:25 PM. All in favor: All Aye. **Motion Carried.** ***Meeting Adjourned to Council meeting.***

Respectfully Submitted,

Virginia Brost
City Clerk, WCMC

Council Approval: _____

Attachment F

Docket #08-10/21-7

Ordinance #935

An Ordinance to Adopt the Comprehensive Plan of the City of Medford

The Common Council of the City of Medford do ordain as follows:

Section 1: Pursuant to Wisconsin Statutes 66.1001(4)(b), the City of Plan Commission is authorized to prepare and adopt a comprehensive plan as defined in Wisconsin Statutes 66.1001(a) and 66.1001(2).

Section 2: The City of Medford Common Council, has adopted written procedures designed to foster public participation in every stage of the preparation of a Comprehensive Plan as required by Wisconsin Statute 66.1001(4)(a).

Section 3: The City of Medford Plan Commission, by majority vote of the entire Commission and recorded in its official minutes dated September 15 2008, has adopted a resolution recommending to the City of Medford Common Council the adoption of the document entitled “City of Medford Comprehensive Plan” containing all elements specified in Wisconsin Statutes 66.1001(2).

Section 4: The City of Medford had held at least one public hearing on this ordinance, in compliance with the requirements of Wisconsin Statutes 66.1001(4)(d).

Section 5: The City of Medford Common Council, does by enactment of this ordinance, formally adopt the document entitled “City of Medford Comprehensive Plan”, pursuant to Wisconsin Statutes 66.1001(4)(c).

Section 6: This ordinance shall take effect upon its passage by a majority vote of the members of the City of Medford Common Council.

Submitted by: City of Medford Plan Commission

Vote Taken and Date: October 21, 2008 (8 Yes; 0 No)

- | | |
|-------------------|----------------------------|
| Mike Riggle - Yes | Arlene Parent – Yes |
| Greg Knight- -Yes | Peggy Kraschnewski – Yes |
| JoAnn Simek - Yes | Patricia DeChatelets – Yes |
| Michael Bub - Yes | Dave J. Brandner - Yes |

Mayor's Signature, if approved: /s/ Michael R. Wellner, Mayor

Attest: /s/ Virginia Brost, City Clerk
10-22-08

Attachment G

Comprehensive Plan Mailing List

Mr. Bruce Strama, Clerk
Taylor County Courthouse
224 South Second Street
Medford, WI 54451

Ms. Kimberly Wells, Clerk
Medford Area School District
124 West State Street
Medford, WI 54451

Secretary
North Central Technical College Board
1000 West Campus Drive
Wausau, WI 54401-1899

Ms. Diane Maar, Clerk
Town of Medford
W6944 CTH O
Medford, WI 54451

Ms. Jo Ann Smith, Clerk
Town of Little Black
W7461 County Road O
Medford, WI 54451

Division of Intergovernmental Affairs
Department of Administration
101 East Wilson Street – 10th Floor
Madison, WI 53702

Northwest Regional Planning Commission
1400 South River Street
Spooner, WI 54801

Frances L. Simek Memorial Library (2)
400 North Main Street
Medford, WI 54451

City of Medford (2)
639 South Second Street
Medford, WI 54451