



**AGENDA**  
**JOINT CITY COUNCIL / PLAN COMMISSION MEETING**  
**COUNCIL CHAMBERS, MUNICIPAL BUILDING**  
**101 NORTH MAIN STREET**  
**FORT ATKINSON, WISCONSIN**  
**TUESDAY, MARCH 5, 2019 – 5:30 P.M.**

1. Call the meeting to order for the Plan Commission and City Council
2. Verification of proper legal notice
3. Presentation of the proposed Plan by the Consultant and City Staff
4. Public Hearing regarding proposed Plan
  - a. Open Public Hearing by City Council
  - b. Reading of submitted comments
  - c. Statements and questions from the public
  - d. Plan Commission & City Council questions
  - e. Closing of Public Hearing by City Council
5. Response to Public Hearing questions by Consultant and City Staff
6. Discussion of proposed Plan by Plan Commission and City Council
7. Plan Commission review and approve resolution recommending the Plan to the City Council
8. Plan Commission adjourns
9. City Council review and approve ordinance adopting the Plan  
Action – Move through second and third readings and adopt Plan.
10. City Council adjourns

CC: Michelle Ebbert, City Clerk  
David Westrick City Attorney  
Rudy Bushcott, Asst. City Engineer  
Kent Smith, Public Works Supv.  
Brian Juarez, Building Inspector  
Scott Lastusky, Parks & Rec Dir.  
News Media

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

# 2

NOTICE PUBLISHED IN DAILY JEFFERSON  
COUNTY UNION ON 01-30-19

**City of Fort Atkinson  
Notice of Public Hearing on Comprehensive Plan  
Update  
NOTE: CHANGE IN DATE**

Notice is hereby given that the City of Fort Atkinson will hold a public hearing on Tuesday, March 5, 2019 at 5:30 p.m. at the Fort Atkinson Municipal Building, 101 N. Main St. The public hearing will take place at a joint meeting of the City Council and Plan Commission. ***This hearing is being held in place of the one previously scheduled for January 22, 2019 which was cancelled due to inclement weather.***

The public hearing will be held to gather public input on the Draft City of Fort Atkinson Comprehensive Plan. The Comprehensive Plan is a blueprint for the short-range and long-range growth, redevelopment, and preservation of the City. It will be used by City officials as a policy guide to help make decisions regarding the growth and development of the City. The Draft Plan is a complete update of the City's existing Comprehensive Plan, which was adopted in 2008.

The Draft 2018 City of Fort Atkinson Comprehensive Plan document is available for review on the City's website [http://www.fortatkinsonwi.net/your\\_government/comprehensive\\_plan.php](http://www.fortatkinsonwi.net/your_government/comprehensive_plan.php) and at the Municipal Building located at 101 N. Main St.

All comments on the Draft Comprehensive Plan should be submitted to Matt Trebatoski, City Manager, at (920) 563-7760 or [mtrebatoski@fortatkinsonwi.net](mailto:mtrebatoski@fortatkinsonwi.net). All written or electronic comments will be forwarded to the City Council and Plan Commission for their consideration.

Dated this 23rd day of January, 2019  
Matt Trebatoski  
City Manager

1-30-19

WNAXLP

1 of 1

# 3



## VANDEWALLE & ASSOCIATES INC.

**Date:** January 22, 2019

**To:** Fort Atkinson City Council and Plan Commission

**From:** Vandewalle & Associates

**Re:** **Comprehensive Plan Open House Summary and Document Updates**

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### December Public Open House Summary

On December 11, 2018, community members were invited to attend a Public Open House to review and comment on a draft version of the 2019 Comprehensive Plan. The event was a success with over 50 people in attendance and a significant amount of input and feedback provided. Below is a general summary of what we heard.

#### **Overarching Ideas Supported by the Public**

- Former K-Mart site redevelopment plan
- Keeping City (urban) and country separated from one another
- Downtown beautification
- Rails to trails and the general expansion of the bicycle network
- Forming boundary agreements
- Need for smaller housing options
- Considering the comprehensive plan's action plan as part of the budget process
- Prioritizing infill development over expanding city borders
- Focusing on redevelopment of the current Fort HealthCare Campus, if/when they move

#### **Public Comments Received That Were Already Addressed in the Plan**

- Include design elements and specified review processes in the Zoning and Subdivision Code rewrites (P.80)
- Incorporate MATC into the plan (P.123 and P.168)
- Define what downtown revitalization means, benefits of a Downtown Business Improvement District (BID), and greater emphasis on a wide range of downtown destinations vs. just small retail options (P.173)
- Define and prioritize implementation timeframes for all recommended action items (P. 193)
- Include specific design guidelines for Downtown (P.66)
- Strengthen description and recommendations from the 2017-18 Northeast Area TIF Feasibility Study (P. 165)
- Outline the strategy for boundary agreements with surrounding towns (P.185 – 187)
- Pursue more solar options on municipal facilities (P.125)
- Define Complete Streets Policy (P. 109)

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Shaping places, shaping change

1 of 3

- Consider a strategic approach to balancing and determining infrastructure needs, demands, and priorities (P. 126 – 128 and Ch. 8)
- Include funding opportunities with the action items (Recommendations throughout each Chapter)
- Define Land Use categories shown on plan maps (P. 70 – 71)
- Address aging population (Ch. 2, 6, 7, 9, 10, and 11)
- Discuss climate change, adaption, and resilience strategies (P. 46-48)

### **Draft Plan Changes Summary**

The first draft of the City of Fort Atkinson Comprehensive Plan was released to the public in mid-November 2018. It was reviewed by the Plan Commission and City Council at a Joint Meeting on November 27, 2018. After that meeting, a number of changes were made to the document in response to the feedback received (listed below). The updated version of the draft was then publicly released again on December 11, 2018 at the Public Open House and on the City's website. Below are the recommended changes to that draft based on comments received since that release. The final, adopted version of the 2019 City of Fort Atkinson Comprehensive Plan will include all agreed upon changes, in addition to reformatting and document presentation enhancements.

#### **Summary of Changes Based on November 27, 2018 Joint Meeting**

- Added potential new gateway feature locations on HWY 106 by Rock River Park and the HWY 26 bridge over HWY 12.
- Added the concept maps for the former K-Mart site.
- Further detailed areas of focus downtown: connections between assets, parking, and the possibility of a town square.
- Clarified the use of the Official Map process to facilitate intergovernmental communication and potentially revisit boundary agreement discussions with neighboring jurisdictions.
- Added language about better leveraging opportunities to increase local housing demand through marketing to groups in adjacent communities (Jefferson, Whitewater, etc.).
- Added the city department responsible for guiding each action item listed in the implementation matrix.
- Further clarified that at each annual meeting to review progress on the plan it will be a working meeting between the Plan Commission, City Council, Department Heads, and the public.
- Changed the parcel on the southwest corner of the HWY 26/12 interchange from Health Facilities to Planned Mixed Use on the Future Land Use Map to provide more flexibility in future development possibilities.

#### **Proposed Changes Based on Feedback Since December 11, 2018 Draft Release**

- Add a paragraph to the Downtown Area Plan Recommendation that further explains the location options, potential development forms, and history of planning for a downtown square.
- Add additional options to the Redevelopment Key Corridor Recommendations that considers the possibility of a grocery or full-service convenience store option on the south side of the city.
- Add details in various recommendations about partnering specifically with community groups.

- In the Land Use Chapter, add language from the Community Placemaking Initiative about growing beyond the bypass, “We will embrace the bypass while growing our community smartly and sustaining a healthy and prosperous downtown.”
- Add a potential bicycle network connection between Mush-Ko-Se-Day Park and the neighborhoods surrounding it.
- Change the language about attracting new businesses to the Klement Business Park to be more inclusive of all business ideas, including renewable and alternative energy manufacturers.
- Add new language to the Transportation Chapter about the possibility of working with the County on exploring the idea of developing a regional transit or bus system option in the future.
- Add the details, dates, and results of the Public Open House and this Public Hearing to the Public Participation Results Section in Chapter 2.
- Change all references of the “2018” plan to 2019.
- Other minor clarifying changes to names of people, organizations, and locations.

#7

RESOLUTION NO. 2019-\_\_\_\_

**RESOLUTION RECOMMENDING THE ADOPTION OF THE  
2019 CITY OF FORT ATKINSON COMPREHENSIVE PLAN UPDATE**

**PLAN COMMISSION OF THE CITY OF FORT ATKINSON, WISCONSIN**

**WHEREAS**, the City of Fort Atkinson on September 16, 2008 adopted the original City of Fort Atkinson Comprehensive Plan, (hereinafter "Plan") as the City's comprehensive plan under Section 66.1001(4), Wisconsin Statutes, with said Plan including procedures for consideration of replacement; and

**WHEREAS**, Section 66.1001(4), Wisconsin Statutes, establishes the required procedure for a local government to adopt a comprehensive plan; and

**WHEREAS**, the City of Fort Atkinson Plan Commission has the authority and responsibility to recommend the 2019 City of Fort Atkinson Comprehensive Plan Update; and

**WHEREAS**, on March 5, 2019, the Plan Commission reviewed the proposed 2019 City of Fort Atkinson Comprehensive Plan Update; and

**NOW, THEREFORE, BE IT RESOLVED** that the Plan Commission of the City of Fort Atkinson hereby recommends that, following a public hearing, the City Council adopt an ordinance to adopt the 2019 City of Fort Atkinson Comprehensive Plan Update that the Plan Commission recommended for approval at its March 5, 2019 Plan Commission Meeting.

This Resolution was duly adopted at a special meeting of the Plan Commission of the City of Fort Atkinson on the 5<sup>th</sup> day of March, 2019.

**PLAN COMMISSION**

By: \_\_\_\_\_  
Matt Trebatoski, Plan Commission Chair

ATTEST:

By: \_\_\_\_\_  
Michelle Ebbert, City Clerk

1 of 1

# 9

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE TO ADOPT THE  
2019 CITY OF FORT ATKINSON COMPREHENSIVE PLAN UPDATE**

**CITY COUNCIL OF THE CITY OF FORT ATKINSON, WISCONSIN**

The City Council of the City of Fort Atkinson does hereby ordain as follows:

That Chapter 2, Administration, Article I, In General, Sec. 2-2, Comprehensive plan; adopted, be deleted in its entirety and replaced with the following:

**Sec. 2-2. Comprehensive Plan; adopted.**

- (a) Pursuant to sections 61.35 and 62.23(2) and (3) of Wisconsin Statutes, the City of Fort Atkinson is authorized to prepare and adopt a comprehensive plan update as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.
- (b) The City Council adopted its comprehensive plan update in 2019 entitled "City of Fort Atkinson Comprehensive Plan Update".
- (c) As part of the City's original adoption of a comprehensive plan update the City Council adopted and has since followed written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan update as required by §66.1001(4)(a) of the Wisconsin Statutes.
- (d) The Plan Commission of the City of Fort Atkinson, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution recommending to the City Council the adoption of the City of Fort Atkinson 2019 Comprehensive Plan Update.
- (e) The City of Fort Atkinson has, in compliance with the requirements of Section 66.1001(4)(d) of the Wisconsin Statutes, provided opportunities for public involvement per its adopted public participation plan.
- (f) The City Council held a public hearing on the proposed 2019 Comprehensive Plan Update on March 5, 2019, considered the public comments made and the recommendations of the Plan Commission and staff, and has determined to approve the recommended 2019 Comprehensive Plan Update.

The City Council of Fort Atkinson, Wisconsin, does ordain that the proposed 2019 Comprehensive Plan Update pursuant to section 66.1001(4)(c) of Wisconsin Statutes. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

1 of 2

This ordinance shall take effect and be in force from and after the date of its passage and publication.

Adopted: \_\_\_\_\_, 2019.

\_\_\_\_\_  
Pres. of the City Council

ATTEST:

\_\_\_\_\_  
Michelle Ebbert, City Clerk