

**COMPREHENSIVE PLAN STEERING COMMITTEE
CITY OF FORT ATKINSON
MINUTES
MARCH 10, 2008**

The meeting was called to order by Chairman Zastrow at 6:00 p.m. in the Training Room of the Police Department.

Members present: Mark Zastrow, John Wilmet, James Fitzpatrick, Jill Kessenich, Sandy Mayer and Sheldon Mielke

Members absent: Jeff Woods

Others present: Mark Roffers, Megan MacGlashan, Cm. John Mielke, Cm. Jim Simdon, and Matt Trebatoski

Item #1: Approval of Minutes of January 7, 2008 Meeting.

A motion to approve the Minutes was made by Jim Fitzpatrick, seconded by Jill Kessenich and passed by a 6-0 voice vote.

Item #2: Public Comment.

No public comments were made.

Item #3: Review and Discuss Draft #1 of the City of Fort Atkinson Comprehensive Plan

Mark Roffers, of Vandewalle & Associates, said the plan tonight was not to go through the Plan page by page, but to review the ideas in the chapters, especially any ideas that are new or have been expanded since the Growth Strategy memo. Following this review, revisions would be made as directed, and a public open house would be held to present the draft Plan.

Megan MacGlashan, of Vandewalle & Associates, then went through the nine chapters of the draft Plan. The first sections of the Plan are an executive summary of the recommendations and an introduction to the Plan. The nine chapters were then reviewed. The following is a synopsis of the discussion or direction the Plan should take.

- The bike/pedestrian trail should be referred to as a multi-use trail to indicate handicapped accessibility.
- Rather than go over individual Committee members' comments, the members will get them to John Wilmet by March 24 and then they will all be forwarded to Vandewalle & Associates. The Committee will then meet on March 31, 2008 at 6:00 p.m. at the High Pointe offices to review the comments prior to sending them to Vandewalle & Associates.
- The introduction contains a boundary map showing the proposed extra-territorial boundary between Jefferson and Fort Atkinson. The agreement has not been finalized to make this official.
- Need to include discussion on the benefit of Lake Koshkonong to the area.

- Chapter Two will be rewritten into three individual chapters for agricultural, natural and cultural resources.
- The Plan needs to be reviewed concerning statements where “the City will promote, . . . will implement, . . . Codes will change”, to rewrite these statements to give the City some flexibility in the implementation of these items.
- Review the need to name specific businesses and retailers that may not be around when the Plan needs to be updated.
- The pictures in the Plan, which are used to show examples, should be taken in Fort Atkinson, unless there are not any good examples in the City and then labeled accordingly.
- Need to look at how to make this document as user-friendly as possible to developers as far as plan development, mixed-use development, materials, etc.
- The Plan needs to concentrate on strict policies covering future development within the Urban Service Area and less detail on development outside the service area.
- The U.S.H. 12 corridor study does not appear to be correct. The alternatives that are still being considered need to be corrected. Also, any road or trail that is shown on the map in a dashed line, should be noted as “conceptual”.
- The Plan needs to state that each developer must submit a plan for development of their entire area, and allow them to build smaller areas as long as it follows the Plan.
- The Economic Development section will be reviewed to clarify what is in the Ordinances and what are recommendations.

John Wilmet said all of the changes and comments will be sent to him by March 24, 2008, the Committee will meet to review the comments on March 31, 2008, and then the comments will be sent to Vandewalle & Associates to be incorporated in the Plan.

Item #4: Plan for Public Open House to Present Draft Plan

The Committee looked at April 28, 29 or 30 for possible meeting dates. Jim Fitzpatrick will check on the availability of the High School, with the 29th as the first choice and the 28th or 30th as secondary. The time would be 6:00 p.m. to 8:00 p.m., with a presentation at 7:00 p.m.

Item #5: Adjournment

A motion to adjourn was made by Sheldon Mielke, seconded by Sandy Mayer, and passed by a 6-0 voice vote. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Jeffrey L. Woods, P.E.
Secretary