

A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected that any official action of any of those bodies will be taken).

**CITY OF MENASHA
COMPREHENSIVE PLAN AD-HOC COMMITTEE
Menasha City Center
June 14th, 2021
Room 132**

9:00 AM
Or immediately following

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. DISCUSSION / ACTION ITEMS
 - 1. Introductions
 - 2. Icebreaker
 - 3. Comprehensive Planning Review
 - 4. Comprehensive Plan Update - Schedule Review
 - 5. Issues and Opportunities Discussion
 - 6. Set Next Meeting
- D. ADJOURNMENT

If you have questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday.

To: Menasha Comprehensive Plan Update Ad-Hoc Committee
From: Ria Hull, AICP
Subject: Comprehensive Plan Update Kick-Off Meeting
Date: June 8, 2021

What is Comprehensive Planning?

Comprehensive Planning Legislation (Wis. Stats. §66.1001) states that if a local municipality enacts a zoning ordinance, official mapping, a subdivision ordinance or a shoreland/wetland zoning ordinance it must be consistent with the comprehensive plan. It also states that plans are required to be updated at least once every ten years and dictates that the plans must include these required elements or topics:

- Issues and Opportunities
- Land Use
- Housing
- Transportation
- Utilities and Community Facilities
- Agricultural, Natural and Cultural Resources
- Economic Development
- Intergovernmental Cooperation
- Implementation

Why is Comprehensive Planning Important?

- It serves as a legal basis for zoning and land use decisions.
- It leads to land use predictability – for property owners, developers, and residents.
- It prepares the community for opportunities – development proposals, grant funding, etc.
- It serves as a foundation for other plans – neighborhood plans, park plans, downtown plans, etc.
- It helps set budgeting priorities.

City of Menasha Comprehensive Plan Update Overview

The City of Menasha selected MSA Professional Services to help update the City's Comprehensive Plan. The current effort will update the plan's introduction, transportation and land use chapters. The City last completed a full Comprehensive Plan update in 2008. Although the new chapters will replace the 2008 Comprehensive Plan

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chapters, information from that plan will be utilized and incorporated into the new plan. Below is a summary of plan content to be updated:

- I. **Chapter 1 - Introduction:** Chapter 1 will serve as the introduction and provide the foundation for the Comprehensive Plan. It outlines the planning process and provides community context.
- II. **Chapter 3 - Transportation:** We will analyze the existing transportation infrastructure and make recommendations based on trends and community preference for all modes of transportation. The updated chapter will include one or several general goals, more detailed policies in support of those goals, and a set of actions to achieve the goals.
- III. **Chapter 8 - Land Use:** We will analyze existing land use and make recommendations based on land use trends, projections and community preferences. This updated chapter will also include one or several general goals, more detailed policies, and a set of actions.
- IV. **Maps:** We will update the existing and future transportation infrastructure maps and the existing and future land use maps.

Our goal for both the text and map updates will be to simplify and clarify content to create a more user-friendly document.

Tentative Project Schedule

- I. **June**
 - a. **Ad-Hoc Committee Meeting #1 - Project Kick-Off** (this meeting)
 - i. Review comprehensive planning
 - ii. Review update process and schedule
 - iii. Issues and opportunities discussion
- II. **July**
 - a. Public Visioning Sessions
 - i. Transportation
 - ii. Land Use
 - b. Online Community Survey
- III. **August**
 - a. **Ad-Hoc Committee Meeting #2**
 - i. Land Use chapter review
- IV. **September**
 - a. **Ad-Hoc Committee Meeting #3**
 - i. Transportation chapter review
 - ii. Introduction review
- V. **October**
 - a. Plan Commission Meeting
 - i. Public hearing
 - ii. Recommendation to Council
 - b. Common Council Meeting
 - i. Adoption

Ad-Hoc Committee Assignments for the June 14th Meeting:

Come ready to discuss what the City is doing well, what you think the City could be doing better, and what future issues and opportunities you think the City may face within the next 20 years.