

Activity	Lead Entity	Cooperators	Potential Funding Sources	Time Period
Encourage future development within and towards population centers to facilitate controlled growth	Plan Commission	Town Board, Door County	Town	On-Going
Encourage the use of ecologically sound practices in rural area development	Plan Commission	Town Board, Door County	Town, EPA	On-Going
Work with the County and neighboring towns and villages to ensure compatible growth	Town Board	Plan Commission, Door County, Neighboring Municipalities	Town, County	On-Going
Encourage dialog with neighboring communities and the County on future design standards and ordinances that are to be used for development bordering the Town, including, but not limited, to landscaping, signage, and lighting	Plan Commission, Town Board	Door County, Neighboring Municipalities, State	Town	On-Going
<i>2. Encourage ground water protection within the Town</i>				
Cooperate with governmental agencies to prevent groundwater contamination	Town Board	Door County, State, Federal Gov't	Town, WDNR, EPA	On-Going
Create an ad-hoc committee to consider planning for a sanitary sewer and potable water system	Plan Commission	Town Board	Town	1-10 years
Encourage citizens to have their well water tested on an annual basis to protect the health and safety of the citizens and visitors of the Town	Town Board	Door County, Local Municipalities, State	Town, County, WDNR	Immediate

Activity	Lead Entity	Cooperators	Potential Funding Sources	Time Period
<i>3. Encourage preservation of water resources, unique open spaces, and other cultural and natural resources while considering the future integration of existing natural areas (contiguous woodlands, meadows, open spaces, marshes, wetlands, etc.) into site designs creating environmental corridors throughout the Town for wildlife habitat and/or pedestrian linkages.</i>				
Encourage residential subdivisions that are compatible with their natural and cultural surroundings	Town Board Door County	Plan Commission, Private Organizations	Town, Private	On-Going
Refer private landowners who wish to preserve and create wildlife areas, conservation easements, and wetlands to the appropriate public and private organizations	Town Board	Public & Private Organizations, State	Gathering Waters, TNC, WDNR	On-Going
Utilize the environmental corridor/wetlands designation of the General Plan Design to promote and preserve wildlife habitats and trails, where appropriate	Plan Commission, Town Board	Public & Private Organizations, Door County	Town, WDNR, Land Trusts	On-Going
Carefully consider the impacts of land use within and adjacent to the Comprehensive Plan's identified environmental corridor/wetlands	Plan Commission, Town Board	Door County	Town, County	On-Going
<i>4. Encourage the promotion of policies that assist the development of affordable year round housing.</i>				
Create a committee to explore policies and programs that promote year round affordable and seasonal housing	Plan Commission, Town Board	Neighboring Municipalities, Public & Private Organizations, Door County, State, Federal Gov't	Town, Chamber	1-5 years
Encourage dialog with neighboring communities and the County to explore policies and programs that promote affordable, year-round housing	Plan Commission, Town Board	Neighboring Municipalities, Public & Private Organizations	Town, Chamber	1-5 years

Activity	Lead Entity	Cooperators	Potential Funding Sources	Time Period
Encourage policies and programs that allow housing for all workers, both seasonal and low to moderate income	Plan Commission, Town Board	Neighboring Municipalities, Public & Private Organizations	Town, County	1-5 years
<i>5. Encourage harmonious and well-planned commercial development that will serve the needs for the town and area residents, as well as the STH 42 and STH 57 corridors.</i>				
Consider developing a set of design standards that encourage harmonious and well-planned commercial development	Plan Commission	Town Board	Town	2-8 years
Areas already characterized by commercial development and where town services and facilities are available should be given preference for further development	Town Board	Plan Commission	Town	On-Going
Encourage expanding home occupational businesses to relocate in areas classified as commercial	Town Board	Plan Commission, Door County	Town, County	On-Going
Points of ingress and egress should be properly located and controlled to prevent problems and traffic congestion on adjacent arterial roads. Adjacent roads should be capable of accommodating the increased traffic associated with the commercial development	Town Board	Highway Committee, Plan Commission, Door County, WisDOT	County, WisDOT	On-Going
Encourage a landscape screening "buffer" between commercial uses and adjacent noncommercial uses	Town Board	Plan Commission, Door County	Town	On-Going
Enforce building setbacks from roads and highways	Town Board	Door County	Town	On-Going

Activity	Lead Entity	Cooperators	Potential Funding Sources	Time Period
<i>6. Provide for additional light industrial zoning.</i>				
Encourage light industrial development in designated areas	Town Board	Door County Plan Commission	Town, DCEDC	On-Going
Promote design standards for light industrial development that mitigates the environmental impact on the Town, including but not limited to, landscaping, signage, and lighting	Plan Commission	Town Board	Town	1-5 years
Work with adjoining municipalities and governmental agencies to develop infrastructure which would be attractive to potential businesses	Town Board	Utilities, Neighboring Municipalities, Plan Commission, DCEC, Door County, State	Town, DCEDC, EDA	On-Going
Intensive heavy industrial uses shall not be allowed in the Town	Town Board	Door County	Town	Immediate
<i>7. Encourage increasing the acreage that is protected from development by public ownership, environmental trust ownership, private conservation easements or other appropriate means.</i>				
Consider assessment practices which recognize the value of property placed in trust or restricted covenant, as permissible in state statutes and Department of Revenue guidelines	Town Board	State, Federal Gov't, Private Organizations	Town, State	On-Going

Activity	Lead Entity	Cooperators	Potential Funding Sources	Time Period
<i>8. To meet the needs of projected population growth, while retaining the stability and integrity of existing open space areas, encourage new higher density residential development in and around the present population centers.</i>				
Provide for appropriate densities within the existing areas of Ellison Bay, Gills Rock, and areas contiguous to the villages of Sister Bay and Ephraim	Plan Commission, Town Board	Neighboring Municipalities	Town	On-Going
Encourage compatible in-fill development and redevelopment within the established classification	Town Board	Plan Commission, Door County	Town	On-Going
<i>9. The Town will continue to provide public services throughout the planning period in order to reach the desired vision of this plan regarding future land use development.</i>				
The Town Board will continue to monitor services provided to town residents and explore options of maintaining or improving upon the level of existing services without drastically impacting the Town property tax levy	Town Board	Plan Commission, All Town Committees, State, Federal Gov't	Town	On-Going
The Town Board will work with adjoining towns, the villages of Sister Bay and Ephraim, and the County of Door, to help provide future services as effectively and efficiently as possible	Town Board	Neighboring Municipalities, Door County	Town	On-Going

List of Abbreviations:

DC – Door County
DCEDC – Door County Economic Development Corporation
DC Planning – Door County Planning Department
DCSWCD – Door County Soil & Water Conservation
Department
EDA – Economic Development Administration

EPA – Environmental Protection Agency
NRCS – US Department of Agriculture, Natural Resources
Conservation Service
WCMP – Wisconsin Coastal Management Program
WisDOT – Wisconsin Department of Transportation
TNC – The Nature Conservancy
WDNR – Wisconsin Department of Natural Resources

Appendices

Appendix A

Written Procedures to Foster Public Participation

TOWN OF LIBERTY GROVE COMPREHENSIVE PLAN **WRITTEN PROCEDURES TO FOSTER PUBLIC PARTICIPATION**

In accordance with Wisconsin State Statute 66.0295(4), which defines "Procedures For Adopting Comprehensive Plans", the following written procedures will be followed in order to involve the public in the comprehensive planning process to the greatest extent practicable.

Committee Meetings

The Town of Liberty Grove shall establish a Comprehensive Plan Committee to develop and review the Comprehensive Plan. At a minimum, the Comprehensive Plan Committee will consist of members of the Town Board, Town Residents and others of noted experience or knowledge.

All meetings will be posted in advance and open to the public, according to the routine Town practices of posting notices.

Nominal Group Survey

A nominal group meeting shall be held with the Comprehensive Plan Committee and all interested citizens shall be encouraged to participate. The purpose of this meeting shall be to identify issues specific to the Town of Liberty Grove that need to be addressed in the comprehensive plan. The nominal group process should include the following steps:

1. **The Silent Generation of Ideas in Writing** - Each member of the group is asked to write down, in silence, as many ideas as possible in response to the basic question "What characteristics of your community should be maintained, enhanced, added, or eliminated?"
2. **Round Robin Recording of Ideas on a Flip Chart** - The ideas of each member of the group are recorded and posted for all the group to see. This is done by having the group leader solicit one idea from each member at a time and recording these ideas on the flip chart. It is the responsibility of the group leader to ensure that in the process of posting ideas that neither debate nor ridicule ensues, and no member is allowed to dominate the dialogue. After all ideas are listed, it is the group leader's job to eliminate duplicate ideas and combine similar ideas with the consent of the author(s).
3. **Preliminary Vote on Items of Importance** - On a sheet handed out by the group leader, each member of the group is asked to identify their top five choices from among the ideas that were generated in steps 1 and 2. No one in the group should feel obliged to vote for their own ideas.
4. **Tally the Sheets to Determine the Top Five Choices of the Group** - Each member of the group is then asked to identify their top five choices. The most important issue is given a score of five points, the second most important four points and so on, with the least important issue scoring one point. These scores are placed next to each idea on the flip chart and tallied. The scores are then totaled to identify the five major issues facing the Town of Liberty Grove, as well as several other issues that need to be addressed in the plan.

Open Houses

At least two open houses shall be held in order to present information regarding the comprehensive plan. One shall be held at the "midway" point to present background data and the other will be held at the end of the process prior to the public hearing. The open houses shall be noticed in the local newspaper. In addition, the open houses will be noticed and posted in three locations by the Town Clerk. The open houses will provide the public with an opportunity to review and comment on work that has been accomplished by the Bay-Lake Regional Planning Commission and the Comprehensive Plan Committee

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Additional Steps of Public Participation

The Town reserves the right to execute additional steps/means/methods in order to gain additional public participation and or additional understanding of the Comprehensive Plan and the process of its development and adoption. These optional steps may include informational memos/postcards/letters and/or additional postings such as informational posters or fliers.

Comprehensive Plan Committee Adopts Plan by Resolution

The Comprehensive Plan Committee will adopt a Resolution by a majority vote, recommending adoption of the Comprehensive Plan by the Town Board. The resolution and majority vote will take place at a regularly scheduled and publicly noticed meeting of the Comprehensive Plan Committee. The vote shall be recorded in the official minutes of the Comprehensive Plan Committee. The resolution shall refer to maps and other descriptive materials that relate to one or more elements of the Comprehensive Plan.

After Adoption of a Resolution by the Comprehensive Plan Committee

In accordance with State Statute 66.0295(4), *Procedures for Adopting Comprehensive Plans*, one copy of the plan recommended for adoption by the Comprehensive Plan Committee will be sent to each of the following:

1. Every governmental body that is located in whole or in part within the boundaries of the local governmental unit.
2. Every local governmental unit that is adjacent to the local governmental unit which is the subject of the plan.
3. The Wisconsin Land Council.

In addition, copies of the plan will be made available for public review at a local library of the community and at the Town Hall. Citizens will have a minimum (two week opportunity) to review and provide written comments on the Comprehensive Plan. After the Town Board has received all written comment, the Board shall respond in writing to the comments received as specified in State Statute 66.0295(4)(a).

Adoption of Comprehensive Plan by Town Board

After adoption of a resolution by the Comprehensive Plan Committee, the Town Board will adopt the Comprehensive Plan by ordinance. A majority vote is necessary for adoption. The Town Board will hold one public hearing at which the ordinance relating to the Comprehensive Plan will be discussed. The hearing will be preceded by a class I notice under ch. 985 that is published at least 30 days before the hearing is held. The class I notice shall contain at least the following information:

The date, time, and place of the hearing.

1. A summary, which may include a map, of the proposed Comprehensive Plan.
2. The name of an individual employed by the Town of Liberty Grove who may provide additional information regarding the proposed ordinance.
3. Information relating to where and when the proposed comprehensive plan may be
4. inspected before the hearing, and how a copy of the plan may be obtained.

Appendix B
Nominal Group Process

OCTOBER 21, 2000

TOWN OF LIBERTY GROVE NOMINAL GROUP SURVEY RESULTS

Background

On Saturday, October 21 2000 110 citizens of the town of Liberty Grove, members of the Town Plan Committee and Town Board were involved in a Nominal Group Process in order to produce a list of issues and concerns regarding future development in the town of Liberty Grove. The following is an explanation of the Nominal Group Process and the final list of issues and concerns as they were ranked and voted on by the group

The list is important to the planning process as it will be used in formulating goals and objectives for the Town of Liberty Grove Land Use Plan. In addition, the issues identified will be used as a checklist to ensure that they are addressed within the plan, and discussed by the Planning Committee during the planning and research phase

Nominal Group Process

The Nominal Group Process is a technique intended to facilitate a comprehensive exploration of ideas within a group by providing mechanisms to ensure that all participate, whether they are inclined to be vocal or not. This is achieved by having ideas evolve from each individual within the group (thus the term nominal) and prohibiting the group from debating or ridiculing any idea. The group action takes the form of voting to decide which of the ideas have the greatest merit in the eyes of the entire group. The steps in the process are:

1. The Silent Generation of Ideas in Writing - Each member of the group is asked to write down, in silence, as many ideas as possible in response to the basic question "What characteristics of your community should be maintained, enhanced, added, or eliminated?"
2. Round Robin Recording of Ideas on a Flip Chart - The ideas of each member of the group are recorded and posted for all the group to see. This is done by having the group leader solicit one idea from each member at a time and recording these ideas on the flip chart. It is the responsibility of the group leader to ensure that in the process of posting ideas that neither debate nor ridicule ensues, and no member is allowed to dominate the dialogue. After all ideas are listed, it is the group leader's job to eliminate duplicate ideas and combine similar ideas with the consent of the author(s).
3. Preliminary Vote on Items of Importance - On a sheet handed out by the group leader, each member of the group is asked to identify their top five choices from among the ideas that were generated in steps 1 and 2. No one in the group should feel obliged to vote for their own ideas.

Tally the Sheets to Determine the Top Five Choices of the Group - Each member of the group is then asked to identify their top five choices. The most important issue is given a score of five points, the second most important four points and so on, with the least important issue scoring one point. These scores are then recorded and tallied. The scores are then totaled to identify the five major issues facing the town of Liberty Grove, as well as several

other issues that need to be addressed in the plan.

The participants were separated into six groups. The following lists identify every issue or concern that was brought up by the individual groups and voted on in rank order. Each groups top five were then combined and voted on by the entire group to identify the five major issues or concerns facing the town of Liberty Grove.

Group 1

<u>Score</u>	<u>Issue/Concern Regarding Future Development in Liberty Grove</u>
37	Preserve open space including wetlands
31	Concern about high density development
18	Future of drinking water quality
16	Need to have non-resident taxpayers vote on town decisions
16	Keep area the way it is
	<ul style="list-style-type: none">• Reduce or control tax rate• Concern about unsightly and unkempt properties• Need post office in Ellison Bay• How to compensate farmers for keeping farmland as farmland or in conservation• Keep residents informed on zoning changes• Review/change speed limits in residential areas• Prevent additional highway commercial development along STH 42/57• Town needs to address recycling• Maintain character of artisan community as an aspect of commercial development• Develop transportation for seniors• Inspection & enforcement of septic systems• Pollution - water, air, noise, light• Traffic safety control• Limiting parking along STH 42 through Sister Bay Rebuild STH 42• Allow alternative septic systems• Need bike/hiking trail• Maintain Rustic Character of the roads within town• New businesses should have employment and housing plans• Affordable housing• No new radio towers on Old Stage Road• Need more county law enforcement• More citizen involvement in town government• Minimize industrial development• More visibility for drivers at road intersections• Better enforcement of lighting and signage ordinances

Group 2

Score Issue/Concern Regarding Future Development in Liberty Grove

- 49 Establish programs to protect water quality -inspect holding tanks, replace old systems
- 44 Preserve open space - existing farmland, wild space, through cluster subdivision, large tracts
- 22 Keep taxes affordable
- 10 Control growth along Hwy 42 so it doesn't become sprawl area
- 10 Biking areas along roads and highways - a system
- 10 See Liberty Grove get its fair share of taxes from county
- Fire protection increase
 - Public transportation
 - Maintain & keep traditional style architecture in buildings
 - Designate areas for appropriate affordable housing
 - Multi-purpose community center
 - Consistent times for town board meetings
 - Maintain status quo
 - Jobs - Heavy industry and industrial park
 - Less restrictive land controls
 - Zoning should be maintained - use fewer variances and more overlays
 - Promote heartland zoning
 - Engage younger people in committee work and town board
 - Off-road parking in commercial area
 - Town board should become more progressive - area is growing and they must keep up
 - More lake access
 - Leave some of our roads rustic
 - Approval of commercial properties and subdivisions should take into
 - Consideration tax expenditures required and employee needs Sustainability must be considered in development

Group 3

Score	Issue/Concern Regarding Future Development in Liberty Grove
39	Water quality - residential
35	Maintain open space - STH 42 Sister Bay to Gills Rock
20	Protect groundwater
20	Affordable housing
13	Wetland preservation <ul style="list-style-type: none">• Use old plan, change date, get it to people, enforce it• Traffic knot in Ellison Bay• Traffic during peak travel time• Too many pole barns, steel buildings - need to landscape• Reuse old blacktop• Regulations to test holding tanks• Regulations for limiting hunting close to residences• Pruning of trees/shrubs along roads - don't cut too much Property rights for homeowners to use open space• Preserve individual communities• Off-street parking in Ellison Bay• No condominiums• No annexation by Sister Bay of Liberty grove• Need to control deer population - hunting during harvest time? Need sanitary sewer system• Need local police• Need garbage recycling drop-off points• Need baseball diamond in Gills Rock• More public hearings on development• Make roads wide enough for pedestrian/bike traffic Maintain/increase lake access• Maintain trails and easements• Maintain the town the way it is• Less high density zoning (SF-30)• Landscape around new development• Lack of zoning knowledge by citizens• Improve bike trails• Establish a "Look" for the town• Enforce zoning laws• Eliminate land use zoning for condos• Development of parks• Development becomes a burden• Developers impact fees• Control spread of communication towers• Control density• Control commercial spreading• Continue good road maintenance• Continue control of light industrial locations• Bury telephone/power lines• Better location of fire department, younger firefighters, protection Assist land owners in land development• Arbor Development - Don't like looks of

Group 4

<u>Score</u>	<u>Issue/Concern Regarding Future Development in Liberty Grove</u>
39	Recognize and maintain open space and environmentally sensitive areas wetlands, green space
26	Maintain/improve groundwater quality
18	Guide/encourage development into municipal areas - town centers
14	Preserve rural corridors between towns & villages - minimize strip development
12	Architectural review of large developments
12	Guide future growth - review all commercial development <ul style="list-style-type: none">• Paved and designated bike paths and lanes• Junk ordinance• Protect wetlands from development - better enforcement• No municipal wastewater system - growth generator• Speeding on town roads - Intersection of Old Stage Rd & Hwy 42• Keep park rustic• Local control of planning and zoning enforcement• Environmental impact of large developments• Affordable housing for local employees• Find common goals between native residents and new residents• Year round affordable housing• Preservation of historic buildings• Uniform signage• Discourage use of holding tanks for new construction• Preserve scenic and natural areas for tourism• Planning for future quarry operations (sand & gravel) and reclamation• Preserve rural atmosphere of town• Recreation Trails• Review and update zoning ordinance & procedures• Enforce traffic laws• Plan and mark bike paths• Establish hunting areas to manage deer population Control light pollution• Establish land preservation fund• Disenfranchisement of residents (local natives)• Enforce current zoning

Group 5

<u>Score</u>	<u>Issue/Concern Regarding Future Development in Liberty Grove</u>
20	Planning for water supply/sewage disposal including all runoff
20	Concentrate new growth by existing development - Eliminate cluster
19	Maintain/preserve green space
16	Greater enforcement of zoning
11	Better enforcement of speed limits - especially trucks
11	Moratorium ban on all new condos
11	Keep town's pristine/rural setting
	<ul style="list-style-type: none">• Maintain no-chain establishments• Look at buying habits for next 5-25 years - how serve needs of growing• Expand community/town park service• Eliminate strip development• Put "teeth" in planning - more than words on paper• Enhance medical facilities• Maintain "small town" atmosphere• Environmental controls to pass reasonable standards• Take immediate action to preserve environmentally sensitive areas Provide lower cost housing for work force• Clean up nuisances• Improve decision-making of town board - variances• Look into Gus' Garage as historic building• Disaster procedures• Town/county promote broad-band internet access• Promote lakelbay quality• Regain control of town roads - trucks and littering• Use zoning to prohibit gaming/adult entertainment• Develop bike trails/lanes on roads• Provide more public transportation• Need harbor development in Gills Rock, Ellison Bay• Control private docking• Eliminate /control billboards• Require vote on EVERY tax increase on EVERY item EVERY year Concern about rural warehousing/storage• Need light industrial to increase wages in town• Elimination of holding tanks to keep private wells clean• Maintain responsible/responsive town board• Increase vegetative screening in residential, commercial development ,set maximum square foot on residential development - height design make sure something happens with plan• Develop/Enforce domestic animal ordinance• Limit roadside pruning to trained professional, train residents in roadside• Concern about time of development, enforce permits• How much are people willing to pay for all of the above• Light pollution

Group 6

<u>Score</u>	<u>Issue/Concern Regarding Future Development in Liberty Grove</u>
7	Maintain high water quality - potable, recreational
7	Zoning - definition in detail, consistency, control - local, enforcement
5	Purchase land for public use
4	Low income housing
4	Maintain rural character
	<ul style="list-style-type: none">• Preserve green space• Traffic speed limits• Traffic and Pedestrian, bikers and hikers• By-pass congested areas• Bike and hiking paths• Encourage arts and artisans• Enlarge current public land holdings• Noise - auto pollution• Light pollution• Litter - trash, junk cars, etc.• Maintenance of property - seasonal• Summer held housing• !Affordable home sites• Equipment purchases and use• Naturalize roadsides• Private sewerage treatment• Public sewerage treatment• Definition of core areas• Intergovernmental cooperation• Zoning - signage - parking, traffic

**Most Important Issues as Decided and Voted on by the Entire Group
(After Combining Each Group's Top Five)**

Rank	Score	Issue/Concern Regarding Future Development in Liberty Grove
1	200	Maintain high water quality - potable, recreational, sewer
2	155	Recognize and maintain open space and environmentally sensitive areas - wetlands, green space
3	153	Zoning - definition in detail, consistency, control - local, enforcement
4	46	Maintain rural character
5	40	Affordable housing
6	32	Concern about high density development
7	30	Planning for water supply/sewage disposal including all runoff
8	24	Control growth along Hwy 42 so it doesn't become sprawl area
9	21	Preserve rural corridors between towns & villages - minimize strip development
9	21	Architectural review of large developments
11	20	Keep taxes affordable
12	19	Future of drinking water quality
13	18	Biking areas along roads and highways - a system
14	13	Purchase land for public use
15	11	Need to have non-resident taxpayers vote on town decisions
16	9	Concentrate new growth by existing development - Eliminate cluster development in rural areas
16	9	Keep town's pristine/rural setting
18	6	See Liberty Grove get its fair share of taxes from county
19	5	Preserve open space including wetlands
19	5	Establish programs to protect water quality -inspect holding tanks, replace old systems
21	4	Low income housing
22	3	Keep area the way it is
22	3	Maintain/improve groundwater quality
22	3	Maintain/preserve green space
25	2	Guide/encourage development into municipal areas - town centers
25	2	Moratorium/ban on all new condos
27	1	Greater enforcement of zoning

Appendix C

Definitions of Classes for Fish and Wildlife Habitat