

## MEETING NOTICE & AGENDA

What: Wisconsin Rapids Area Water Quality Management Plan Policy Committee

When: Wednesday, October 5, 2011, 8:30 a.m.

Where: Grand Rapids Municipal Building

### AGENDA

1. Call to order – 8:30 a.m.
2. Public Input.
3. Approve minutes.
4. Committee comments about earlier drafts.
5. Review draft of Chapter 7. Plan Implementation & Institutional Structure.
6. Review draft of Chapter 8: Public Participation Plan. Motion to approve if appropriate.
7. Review other drafts as available.
8. Formulate 20-year sewer service area.
9. Adjourn.

\* The next meeting is scheduled for Wednesday, November 2, 2011 at the Seneca Town Hall.  
(delineation of 20-year sewer service area will be the major agenda item)

## MINUTES

Wisconsin Rapids Area Water Quality Management Plan Policy Committee  
Wednesday, September 7, 2011, 8:30 a.m.  
Village of Rudolph Municipal Building

Present: City of Wisconsin Rapids - Mayor Mary Jo Carson, Dave Laspa, Jim Neitzel, Joe Eichstadt and Adam Tegen  
Village of Biron – Rick O’Keefe  
Village of Rudolph – President Mark Bade and Dave Bluhm (MSA Prof. Services)  
Village of Port Edwards – Joe Terry  
Town of Grand Rapids – Jeanne Fehrman  
Town of Grant – Sharon Schwab  
Town of Seneca – James Schuerman  
Town of Sigel – Tony Ruesch  
Town of Plover – Tim Karcheski  
Wood County Board – Dennis Polach  
Wood County Planning & Zoning Office – Gary Popelka, AICP, EDFP  
Wis. DNR – Scott Provost

1. Call to order. Chairman James Schuerman called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.
2. Minutes. **Motion by Mayor Carson to approve the minutes of July 6, 2011. Second by Rick O’Keefe. Motion carried.**
3. Review Draft of Chapter 3. Existing Facilities. Gary Popelka explained the contents of this chapter. The Administrative Code (NR 121) requires that population projections used in the plan be consistent with projections made by the Wisconsin Department of Administration (WDOA) and the U.S. Department of Commerce Bureau of Economic Analysis. The most current WDOA projections were completed in 2008, based on the 2000 census and 2005 WDOA population estimates. The Wood County Planning & Zoning Office (WCPZ) updated the projections, based on the 2010 census, using the simple linear regression model provided in Microsoft Excel. The WCPZ projections to 2030 are about six percent lower than WDOA’s earlier projections. The same method was done for future households. WDNR will be asked to provide preliminary approval of the projections.

Maps of population density and address density (structures) were reviewed. It was noted that scales of low-to-high were used versus an actual number of persons or structures per acre. WDNR will be asked to verify that these scales are acceptable.

4. Defining the Planning Area. The revised map of the planning area was reviewed. It was requested that municipal boundaries be included in the legend and the names of each municipality be added. **Motion by Jeanne Fehrman to approve the final planning area map with the addition of municipal boundaries in the legend and names of municipalities on the map. Second by Tim Karcheski. Motion carried.**
- 5.

6. Review Draft of Chapter 5. Existing Facilities.
7. Review of NR 121.05.
8. Looking Ahead to October Meeting. of their importance as wildlife habitat and wildlife movement corridors.
9. October Meeting. The October 5<sup>th</sup> meeting was will be held in the Grand Rapids Municipal Building at 8:30 a.m.
10. Adjourn. **Motion by Mayor Carson to adjourn at 9:10 a.m. Second by Dennis Polach. Motion carried.**

Minutes prepared by Gary Popelka, AICP, EDFP

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## **CHAPTER 7. PLAN IMPLEMENTATION & INSTITUTIONAL STRUCTURE**

### **General**

The purpose of this chapter is to establish simple, complete guidelines for putting the plan to use. Specific topics addressed in this chapter include the local review of sewage treatment facility proposals, the allowable use of interim solutions, how the plan can be amended and by whom, and when and how the plan will be subject to comprehensive updating processes.

### **Sewer Extension Review Process**

This plan provides guidelines for local review of applications for extension of sanitary sewers in the Wisconsin Rapids urban area. The local review will be conducted to determine whether or not the proposed sewer extension is in conformance with this plan. The determination will focus on the location of the proposed extension; that is, does the extension lie within the delineated sewer service boundaries and does it encroach on environmental corridors or environmentally sensitive areas? Figure 7-1 and the following paragraphs outline the local review process.

1. The community or their engineers are to submit a written request (letter or email) and simple plan map of the locations of proposed sanitary sewer extension(s), along with any review fees. The submittal shall also include a brief description of size, beginning and ending points and type of structures to be served to the Wood County Planning & Zoning Office. To avoid unnecessary project delays this submittal should be made early in the planning process, prior to completing detailed plans and specifications for the project. Submitting the plans early will ensure that local review is made prior to submittal of the plans to the State and that costly detailed sewer design and specification documents are not

prepared for areas that do not conform to the plan and/or areas subsequently rejected by the DNR.

2. The staff of the Wood County Planning & Zoning Office will review all submissions and will provide the applicant with a review letter within 15 days of receipt of the plan map. The review period will not begin until review fees have been paid in full. If the proposed sewer extension is in conformance with the plan, the letter from the County Planning & Zoning Office should be attached to the sewer extension plans which are submitted to the State by the applicant.

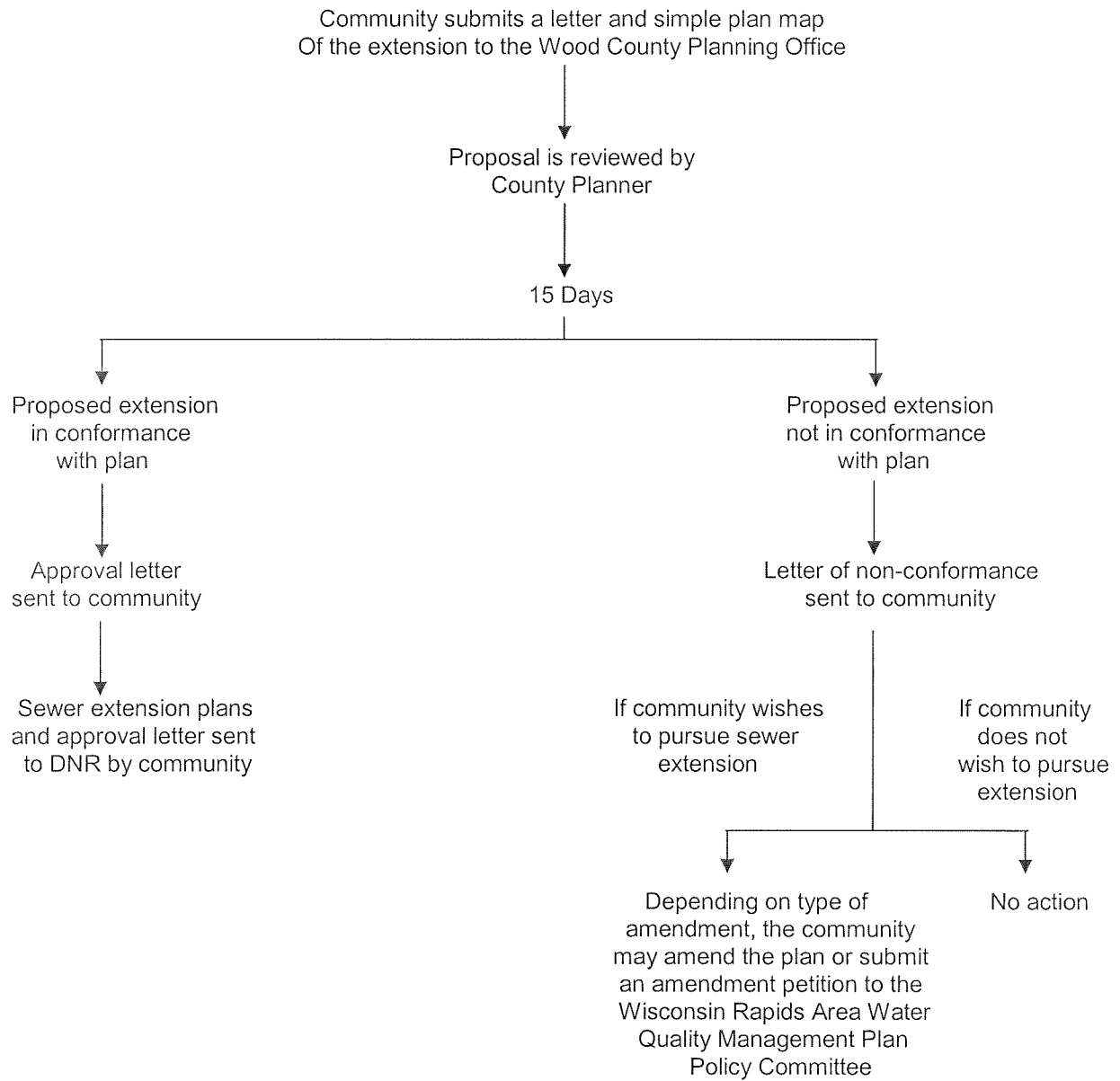
3. If the proposed sewer extension is not in conformance with the plan or if there are questions about consistency, the applicant will be notified by letter from the Wood County Planning & Zoning Office within 15 working days after receipt of the proposal.

4. If the proposed extension is not in conformance with the approved plan, the municipality should determine if it wishes to further pursue the sewer extension proposal. If not, no further action is necessary.

5. If the proposal is pursued, the Wisconsin Rapids Area Water Quality Management Plan must be amended in order for the proposed extension to be in conformance. The process for amending the plan appears later in this chapter.

6. After this plan is amended, the applicant municipality should restart the sewer extension review process for its proposed extension, beginning with Step #1, above.

FIGURE 7-1  
FLOW DIAGRAM OF SEWER EXTENSION REVIEW PROCESS



circumstances. Two examples are as follows:

### Sewerage Treatment Facilities Review

Each of the planning area municipalities has adopted comprehensive plans pursuant to Chapter 66.1001, Wisconsin Statutes. In addition to comprehensive plans, sewage treatment facility plans have been developed for Wisconsin Rapids and the Village of Rudolph. There also exists a very dated engineering study of the Grand Rapids sanitary district's needs for public sewer facilities. The earlier plans concluded that portions of the towns of Grand Rapids, Seneca and Rudolph that lie adjacent to Wisconsin Rapids will need public sewer and that that service should be provided by the Wisconsin Rapids system (Note: some of those areas have since been annexed to Wisconsin Rapids and now have sanitary sewer service).

It is not always feasible or cost-effective for existing or proposed developments to connect to an existing treatment facility. Such is the case in the planning area where sewer service needs can be justified for higher density developments, but where those developments lie too far from the sanitary sewer collection system and it may not be cost-effective to extend sewer through lower density areas to reach those areas that are in need. The 20-year service boundary for the Wisconsin Rapids system includes those areas that will require public sewage disposal during the planning period. However, in some instances the areas of need are interrupted by lower density areas that will not require attention during the planning period. In these cases, a small sewage treatment facility that would be used on a temporary basis may be a cost-effective method of treatment. Small scale facilities like these should not be approved by the plan review bodies as being in conformance with this plan, or constructed within the planning area, except under special

#### 1. Interim Treatment Facilities NR 110.08 (5)(b)

One rationale for constructing a small wastewater treatment facility to serve a specific area or development is to provide interim, or temporary, sewage treatment solution until sewers can be extended to the area in need. At such time as permanent sanitary sewers are extended, the treatment plant is usually phased out. This approach is also used to provide public sewage service to isolated developments inconsistent with adopted plans and anticipated patterns of development where orderly extension of municipal sewer systems cannot be accomplished. In the Wisconsin Rapids urban area, considerable urban development has occurred in southern and eastern Grand Rapids and in the Kellner area of the Town of Grant. Developments such as those ordinarily use private on-site waste treatment systems (POWTS). In these areas of Grand Rapids and Grant, the population densities are at standards used to document and justify public sewers and treatment plants (1.7 persons per acre). In some of these areas, increasing waste loads on local soils, more septic system failures and localized mineral deposits could make it desirable and, possibly necessary to consider a small-scale wastewater treatment plant. A cost-effective analysis is necessary to determine if sewer extensions to the Wisconsin Rapids treatment plant or interim small-scale treatment facilities are the most cost-effective before a final decision could be made in this regard.

If an interim plant is needed in a particular circumstance, it should only be approved if it conforms to the following criteria, which are consistent with the requirement specified in Chapter NR 121.05(1)(g) and Chapter NR 110.08(5) of the Wisconsin Administrative Code: (a) the plant is necessary to solve a documented and severe water quality (groundwater or surface water) or public health problem

related to inadequate existing residential sewage disposal; or is needed to replace an existing treatment facility which is not in compliance with its WPDES permit; (b) the facilities plan for the interim plant demonstrates that the construction and abandonment of the interim plant is more cost-effective than connection to the Wisconsin Rapids system or than the replacement or rehabilitation of the failing POWTS; (c) the plant is municipally owned, operated and maintained; (d) the sewage collection system is designed so that it can be easily connected to the Wisconsin Rapids system in the future; (e) the service area of the proposed system lies entirely within the planned service area of the Wisconsin Rapids system as delineated in this approved WQM plan; (f) an agreement is signed by all involved municipalities which provides for a specified date of abandonment and connection. The Wisconsin Pollution Discharge Elimination System (WPDES) permits may contain a compliance schedule for the proposal.

## 2. Plants for Isolated Nonresidential Development NR 110.08 (5) (c)

Where treatment facilities are proposed to serve isolated non-residential development, such as parks and recreational facilities, airports, business and industrial parks, and highway-oriented commercial facilities, the following criteria will be used to determine if the proposal is in conformance with the plan: (a) joint treatment with adjacent wastewater treatment systems is not feasible; (c) the proposed facilities are designed to handle only the waste generated by the proposed nonresidential development; and (d) the WPDES permit limits service to the proposed nonresidential development.

### **Amendment Process**

The purpose of this section is to detail the process to be followed by the Policy Committee in amending this planning document. Amendments provide member communities and private developers with the

needed flexibility to incorporate changing community trends and continuous public input into the sewer service planning process. Amendments also allow changes that may be necessary to provide consistency between this plan and area comprehensive plans that have been developed pursuant to Section 66.1001, Wis. Stats. The Wood County Planning & Zoning Office will maintain the records of boundary amendments and incorporate those amendments on the service area map and in the text of the plan during the updating process.

There are two types of amendments that can be used to modify service area boundaries. The first, a "Type I Amendment", involves a situation where the sewer service area (SSA) boundaries are changed, but the SSA acreage remains the same. This rubber band effect allows for acreage to be taken away from one area of the SSA and the same amount of new acreage added in another area. The Policy Committee would generally not become involved in a Type I Amendment. Instead, the administrative procedure for acting on local service area boundary changes would be quite similar to that used for local zoning ordinance amendments.

The second type of boundary agreement, a "Type II Amendment", would increase a community's service area acreage. A Type II Amendment might be justified when a community experiences unanticipated new population growth, or has large new development proposals that will require sanitary sewer service. In all likelihood, if the plan is updated every five years, there will not be any amendments of this type. However, if there is a need for this type of amendment, the Policy Committee would hear and take action on the proposed boundary expansion.

Both types of amendment procedures were developed to provide a fair and reasonable means of reviewing service area boundary changes. These procedures

include public notice, public hearings and public records of the hearing proceedings.

Service area boundary amendment standards were established to provide a broad framework for analyzing the merits of proposed amendments and to identify basic parameters for the two types of amendments. These amendment standards are presented below and the detailed procedures for both types of amendment follows.

### **Amendment Standards**

In order to provide an equitable and uniform basis for revising the sewer service boundaries, all proposed amendments that would add territory to the service area should meet standards 1 through 3 below, as well as standard 4 or 5. Annexations or detachments of territory, as defined in Chapter 66, Wis. Stats., within the boundaries of the sewer service area do not constitute amendments to the service boundaries and are therefore not subject to the amendment procedures.

1. There will be minimal adverse impacts on water quality as a result of development stimulated by the amendment.
2. Existing or planned sewage facilities and interceptors must have sufficient capacity to treat the projected wastewater flows generated by the added territory.
3. The boundary amendment must be in general conformance with adopted county or local community development or land use plans and the established goals and objectives of this plan.
4. The configuration of sewer service area boundaries may be modified provided there is no increase in the total acreage projected in the plan for the service area and modifications of the boundary promote cost-effective, orderly and a logical extension of sewered development. This type of amendment would most likely occur where

development in a particular location abuts the current limits of a community's service area; a developer or municipality proposes additional development beyond this boundary in conformance with the adopted County or local plans; and there are adequate existing or planned sewer facilities to serve the needs of the area added. Since this type of boundary amendment does not involve an increase in the community's total service area acreage, an area which is equal to the amount of land added must be removed from the community's service area.

5. The established acreage of the service area may be increased by amending the service boundary only when it can be demonstrated to meet one of the following criteria:

- a. There is documented need for sanitary sewer collection system for areas of existing development.
- b. There is a documented need for sanitary sewer to serve a proposed unique facility or development.
- c. There is a documented need for flexibility to accommodate unanticipated short-term development required for reasonable community growth that is consistent with adopted community comprehensive plans.
- d. An environmentally sensitive area is re-designated provided there are no significant adverse water quality impacts.
- e. There is an error in the maps, data, projections or allocations of the adopted plan.

### **Amendment Procedures**

**Type I Amendment** – Amendment of service area boundaries without increasing the land area that the community has within its sewer service area boundary. For every acre added to the community's service area,



an area of equal size is removed. For this type of change, the following procedures should be used (a flow diagram of this procedure is shown in Figure 7-2):

1. A petition to include or exclude a particular area is filed with the Wood County Planning & Zoning Office. The petition should include:

- a. a map showing the location of the property, with reference to the existing SSA boundary;
- b. general development plans for the area including land use proposals, environmentally sensitive areas to be excluded, and a preliminary timetable for implementing the development plan;
- c. estimates of existing and anticipated population, wastewater generation and means of collection from the area; and
- d. other information deemed relevant to the application or to help the reviewers to make a determination.

2. The Wood County Planning & Zoning Office shall transmit a copy of the petition to the City of Wisconsin Rapids Engineering Department and to the governing body of the municipality(ies) where it is proposed to add and subtract acreage from the SSA for their review and comment.

3. If the petition proposes an addition to the SSA, the Wood County Planning & Zoning Office will propose an area of equal size for removal. All changes will be forwarded to the impacted municipalities for their review and comment. Generally, land that is recommended for removal from the service area will have a low potential for development in during the planning period because of recent development trends in the community, inadequate urban services, unique environmental features, or poor site conditions due to slopes, soils or groundwater.

4. The governing board of the municipality from which the petition originated, or at their discretion, their local planning committee, shall hold a public hearing on the proposed amendment following publication of a Class I Notice in accordance with Chapter 985, Wis. Stats. In formulating a recommendation, the body which is holding the public hearing should consider:

- a. testimony received at the public hearing;
- b. comments from other local committees and the DNR;
- c. information on the impact the amendment would have on sewer line and treatment plant capacity, water supply facilities and other needed services;
- d. conformance with community plans;
- e. development trends in the area;
- f. features of the physical environment; and
- g. conformance with the adopted Sewer Service Area Plan goals and objectives and the amendment standards.

A record of the public hearing proceedings and testimony shall be kept by the body that conducts the public hearing. A copy of the public hearing minutes and follow-up action shall be forwarded to the Wood County Planning & Zoning Office.

5. Following the public hearing, the recommendations of the planning committees and other local committees and agencies should be submitted to the governing body within 60 days after the petition is received.

6. The governing body shall review the recommendations and take final action on the amendment. All or any part of the petitioned land may be added to the service area.

7. Amendments approved by the local governing body shall be submitted to the Wood County Planning & Zoning Office

within 30 days of approval. The Planning & Zoning Director shall transmit the amendment to the DNR for final approval.

8. The DNR will review the amendment and notify the community and County Planning & Zoning Director of their decision. If the DNR rejects the amendment, the local community may appeal the decision as provided below.

**Type II Amendment** – Amends the sewer service area boundary and increases the total service area acreage.

It is anticipated that Type II Amendments will be relatively infrequent because the SSA boundaries will be periodically re-evaluated during the plan update process. This update will, among other things, propose modifications to the service boundary based upon unanticipated growth occurrences. The following procedure and the flow chart shown in Figure 7-3 should be used for a Type II Amendment.

1. The community seeking to expand its service area acreage submits a petition to the Policy Committee via the Wood County Planning & Zoning Office. The petition should:

- a. Include a map showing the location of the properties in question and any environmentally sensitive areas to be excluded, with reference to the existing SSA boundary;
- b. compare the population projections of the plan with actual population increases in the community;
- c. compare vacant land projections in the plan with the actual amount of land vacant and anticipated population in the amendment area;
- d. provide data on the current development density of the community; and
- e. supply information on the capacity of existing sewer lines and treatment facilities to serve the area.

The Wood County Planning & Zoning Office shall also submit the petition and related information to the DNR for review and comment.

2. Within 60 days after receiving the petition, the Policy Committee shall hold a public hearing and make a recommendation on the proposed amendment following publication of a Class 1 Notice in accordance with Chapter 985, Wis. Stats. In formulating a recommendation, the Policy Committee should consider:

- a. testimony received at the public hearing;
- b. comments from other communities, the Wood County Planning & Zoning Office and the DNR.
- c. information on the impact the amendment would have on sewer line and treatment plant capacity, water supply facilities and other needed services;
- d. consistency with comprehensive plans;
- e. development trends in the area;
- f. features of the physical environment; and
- g. conformance with the adopted SSA plan goals and objectives and the amendment standards.

A record of the public hearing procedures and testimony shall be maintained by the Policy Committee in the Wood County Planning & Zoning Office.

3. The recommendation of the Policy Committee shall be submitted to the Wisconsin Rapids Planning Commission for review and comment. The Policy Committee recommendation and Planning Commission comments are to be submitted to the Common Council within seven days of the Planning Commission meeting.

4. The Council shall review the recommendations and take final action on the amendment. All or any parts of the petitioned land may be added to the service area by Common Council action.

5. Amendments approved by the Wisconsin Rapids Common Council shall be transmitted by the Wood County Planning & Zoning Office within seven days of approval. The Planning & Zoning Director shall transmit the amendment to the DNR for final approval.

6. The DNR will review the amendment and notify the City and Wood County Planning & Zoning Office of their decision. If the DNR rejects the amendment, the City may appeal the decision as provided below.

### Other Plan Amendments

Except for service area boundary changes that follow the specific procedures above, any other amendments to this planning document will require approval of the Policy Committee.

Proposed amendments should be submitted to members of the Policy Committee at least one week prior to the meeting at which action on the amendment is expected to be taken. Amendments approved by the Policy Committee will be transmitted by the Wood County Planning & Zoning Office to the DNR for review and final approval.

### Appeals

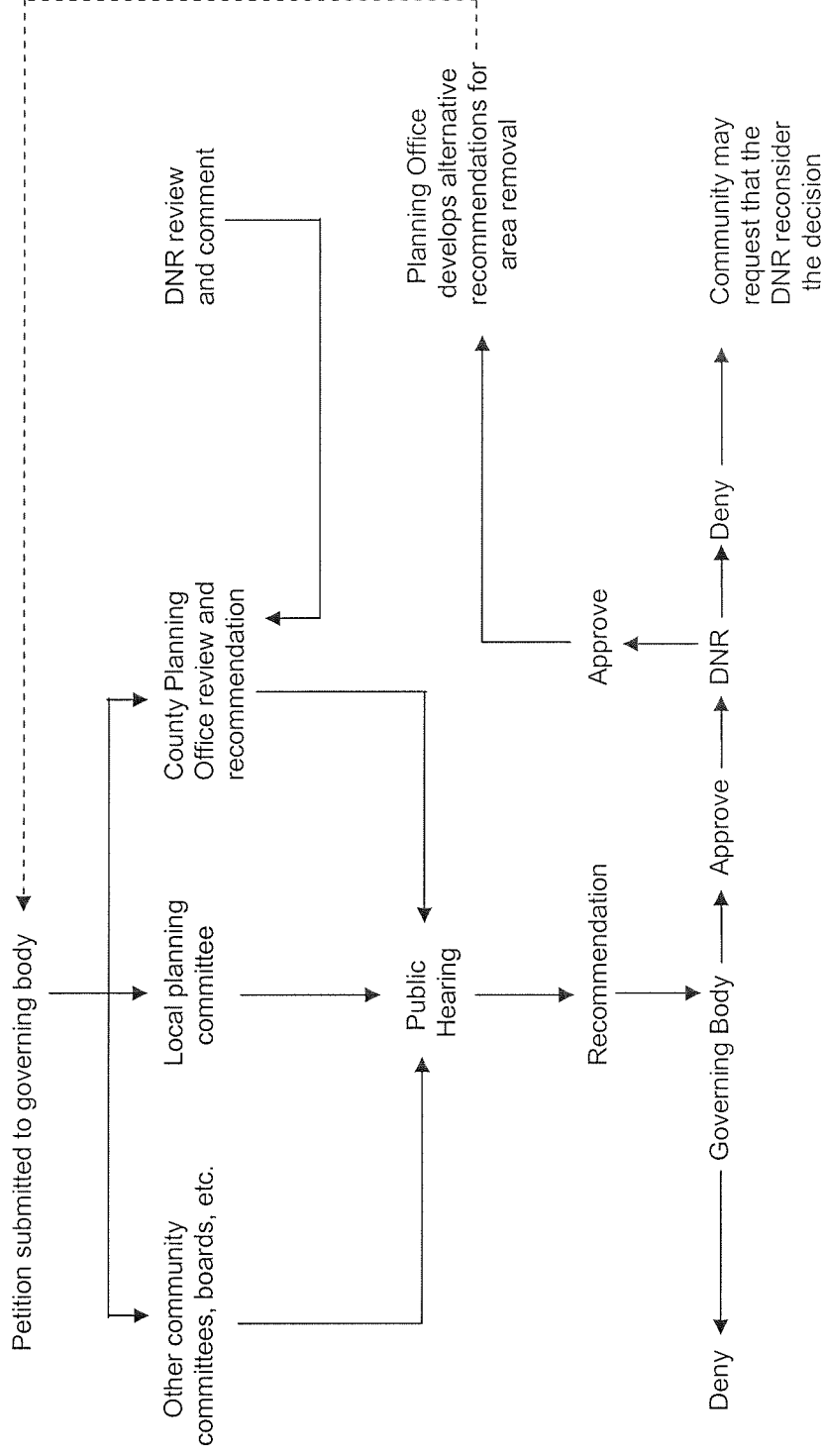
Any person aggrieved by a DNR water quality management plan decision has a right to file a judicial appeal of the decision. Wisconsin Statutes and Administrative Code establish time periods within which requests to review department decisions must be filed. For judicial review of a decision pursuant to s.227.52 and s.227.53, Wis. Stats., a petition for review must be filed within 30 days after service of the decision. The respondent in an action for judicial appeal is the DNR.

### Plan Update

A comprehensive review and update of this plan should be undertaken at least once every five years. If it is determined that a major update is required, the update should include the following as a minimum:

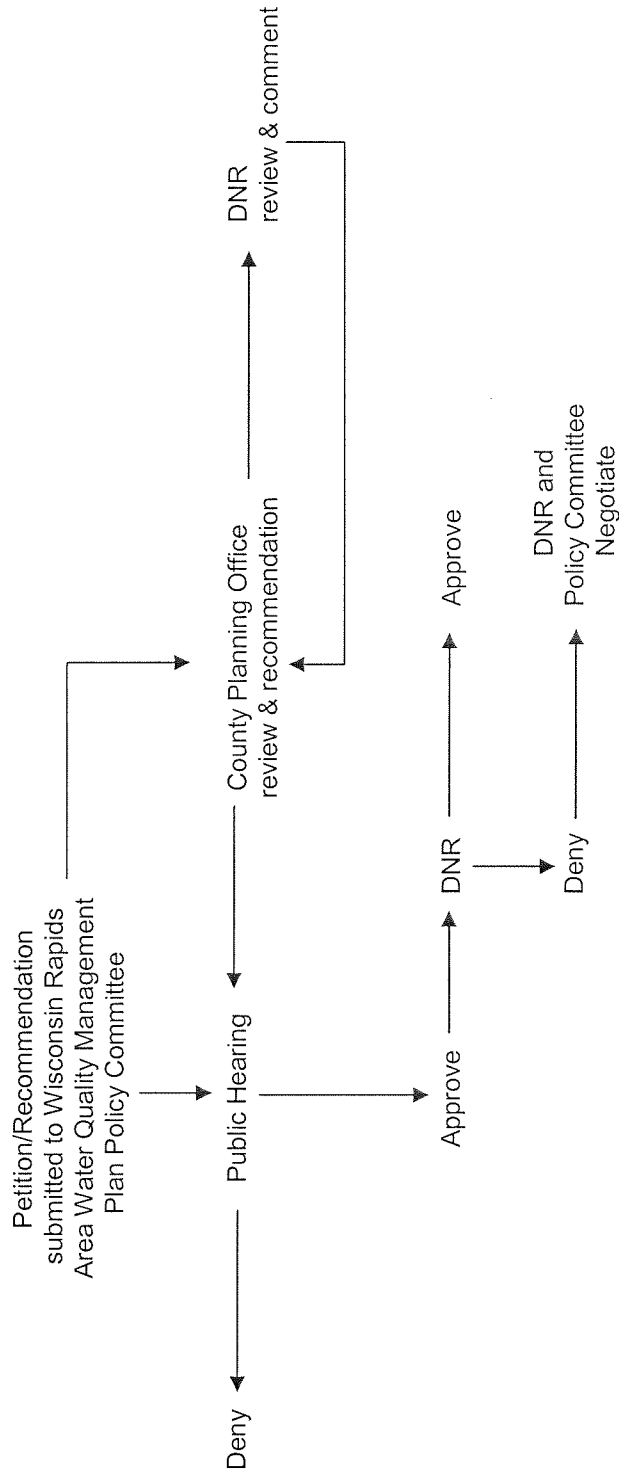
1. a review and update of population and the demographic projections;
2. a review of population densities, household size changes and urban development trends in the area;
3. the impact of major land use changes or developments in the urban area should be assessed;
4. a review of any significant changes to environmentally important lands in the area;
5. revisions to the goals and objectives of the plan to reflect changing conditions, trends and socio-economic atmosphere;
6. a brief description of relevant events occurring during the preceding years which impact on area-wide water quality management planning;
7. a brief description of amendments to the plan and service area boundaries which were made since the last update;
8. a revised service area boundary extended to accommodate the urban area's anticipated population;
9. a review of housing starts since the last update; and
10. a review of changes in the institutional structure for plan review and implementation.

FIGURE 7-2  
FLOW DIAGRAM OF TYPE I AMENDMENT PROCESS



NOTE: Under a Type I Amendment, the acreage in the service area remains constant. An area is added to a community's service area and an area of equal size is removed from the same community's service area.

FIGURE 3  
FLOW DIAGRAM OF TYPE II AMENDMENT PROCESS



NOTE: Under a Type II Amendment, a community which is growing faster than projected in the plan may increase its service area if certain conditions are met.

## **CHAPTER 8. PUBLIC PARTICIPATION PLAN**

### **General**

Public participation elements have always been an important component of the planning process in Wood County and this plan's participating municipalities. The Wood County Board of Supervisors adopted a public participation plan on December 20, 2005 in advance of the comprehensive planning process prescribed by Chapter 66.1001, Wisconsin Statutes.<sup>7</sup> The elements of that public participation plan are outlined in the following paragraphs and used together as the public participation element for this plan.

### **Purpose**

The Public Participation Plan serves as a reference for planning staff, policy committee member municipalities and the general public. The plan will be referred to on a regular basis to ensure that the public is given every opportunity to be involved in the planning process. The public can reference the plan to ensure that adequate public participation opportunities have been and are being made available to them as promised.

### **Legal Requirement**

Wisconsin law has, for several decades, set forth required standards for municipalities to make every opportunity for the public to participate in government, including the process of developing and implementing various plans. In the case of the water quality management plans, Wisconsin Administrative Code, Chapter NR 121.04(2)(c)6., requires that the water quality management plan include procedures for public participation.

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<sup>7</sup> Wood County Board Resolution #05-12-15, December 20, 2005.

### **Public Participation Methods and Opportunities**

1. Meeting Notices and Minutes. All policy committee planning meetings are open to the public and will be posted in compliance with Wisconsin's open meetings law. Meeting times and locations, and agendas and minutes will be made available to the public upon request. Each meeting agenda will set aside time for public comment. Members of the public who wish to receive a copy of the agenda and meeting packet will be provided .pdf copies via email upon their request. Hard copies will be available for viewing in the Wood County Planning & Zoning Office during regular office hours. Hard copies of the agenda will be available free of charge. Hard copies of the meeting packet will be available for a nominal fee.

2. Meeting Locations. During the initial drafting of the WQM plan, policy committee meetings will be held at various municipal buildings throughout the planning area to allow greater opportunity for public attendance.

3. Policy Committee. The Wisconsin Rapids Area Water Quality Plan Policy Committee membership and functions are described in detail in the bylaws in Appendix A. It is that committee, along with the technical committee, that will be to participate in the planning process, provide guidance and direction to the planning staff in the preparation of the planning document, review and approve the final planning document, and present the comprehensive planning document to the appropriate boards and councils for adoption.

4. News Releases. News releases are a way to inform a large segment of the area's population on plan's progress or planning needs for information that the

public may be able to provide. Releases will be used when appropriate to create public awareness and encourage public participation.

5. Written Comments. Comments will be accepted throughout the planning process in either written or electronic format. Either can be submitted to the Wood County Planning & Zoning Office. For consideration they need to include the name, address and phone number of the person writing the comment.

6. Email Updates. WQM plan drafts and updates will be provided to the public in a .pdf format upon request.

7. Informational Presentations. Upon request, county planning staff will attend meetings of local organizations to talk about the WQM plan and planning process. These opportunities will serve to educate the public on the legal requirements and impact on new land development, as well as provide insight on the process, and promote meaningful discussion.

8. Presentation to Councils & Boards. Upon request of the policy committee representative of the member municipalities, the planning staff will present the final plan, as recommended for adoption by the policy committee, to the respective city council or village and town boards prior to their vote for adoption.

9. Informal Discussion. The planning staff realizes that educational materials and structured means of public participation may not be sufficient to address certain issues, or replace meaningful discussion. Staff is available during regular County business hours or by appointment to talk with residents about the plan, and address any question or concerns in person.

10. Youth Involvement. Youth can offer fresh perspectives and creative ideas when looking at the future of the planning area. The area's youth are welcome to attend policy committee meetings and provide their ideas, concerns and perspectives. Upon request, the planning staff will be available to present the plan and planning process at area schools, churches or youth groups.

11. Status Reports to County Board. The Wood County Planning & Zoning Office is acting as staff to the Policy Committee on this project. That office is directly responsible to a five-member committee of the County Board. Therefore, staff activity reports are presented by the Project Planner to the County Conservation, Education & Economic Development Committee on a monthly basis. That committee notifies the County Board of the status of the Wisconsin Rapids Area Water Quality Management Plan by way of their minutes to the Board. This procedure provides yet another opportunity for these elected officials to comment on this planning process or the plan document itself.

12. Public Hearing. As prescribed by Chapter NR 121.07, Wisconsin Administrative Code, a public hearing will be conducted at the conclusion of the planning process and prior to presentation to member municipalities for adoption. All interested persons will be welcome to testify at the hearing to present their thoughts or concerns with the plan.

### **Plan Distribution & Filing**

Following adoption of the Wisconsin Rapids Area Water Quality Management Plan by the member municipalities, copies of the plan will be filed with each member municipality, planning area libraries and the Wisconsin Department of Natural Resources. In

addition, the adopted plan will be posted on the Wood County Planning & Zoning Office website.

**Public Participation Plan is Available**

Copies of this public participation element are available to anyone who requests copies from the Wood County Planning & Zoning Office by mail, email, phone call, or at the office during regular office hours.